

Council Meeting of
March 22, 2011

Honorable Mayor and Members
of the City Council
City Hall
Torrance, California

Members of the Council:

SUBJECT: Public Works – Approve Consulting Services Agreement to provide Inspection Services for the Torrance Blvd Rehabilitation Project, T-43/44. Expenditure: \$80,015

RECOMMENDATION

Recommendation of the Public Works Director that City Council approve a two year consulting services agreement with KOA Corporation/CBM to provide inspection services for the Torrance Blvd Rehabilitation, T-43/44 in the amount of \$80,015 for the period from March 22, 2011 to March 22, 2013.

Funding

Funding is available from the Torrance Blvd. Rehabilitation, T-43/44 project.

BACKGROUND AND ANALYSIS

The Torrance Blvd. Rehabilitation Project, is included in the adopted Capital Budget as the T-43/44 project. In a separate item tonight, the Public Works Agreement to construct the T-43/44 project will be brought before Your Honorable Body. The limits are from Sartori Avenue to Western Avenue with additional cross gutter and sidewalk improvements throughout Torrance, per the attached vicinity map.

Construction of T-43/44 project requires full-time inspection for approximately 90 working days with some weekend work. Currently, the City's public works inspection workload and schedule requires that contract construction inspection services be obtained for this project.

Consulting Services Agreement: KOA Corporation/CBM Consulting

In accordance with City policy, staff solicited a Request for Proposals (RFP) from firms qualified to provide construction inspection. Firms that responded are: AndersonPenna Partners, Inc., Bureau Veritas, KOA Corporation/CBM Consulting (KOA/CBM), and TCM Group. Staff evaluated the RFP's with respect to qualifications of proposed personnel, the firm's overall qualifications, and their rates.

Four proposals were received on March 3, 2011 with the following rates:

Inspection Company Comparison		
Company Name	Hourly Rate	Project Manager
KOA Corporation/ CBM Consulting	\$ 85.00	\$ 130.00
Bureau Veritas	\$ 85.00	\$ 150.00
AndersonPenna	\$ 90.00	\$ 142.00
TCM	\$ 115.00	

* - did not provide a rate for a project manager

In addition to having the lowest rates, KOA/CBM has successfully performed construction inspection services for the City of Torrance (Crenshaw Boulevard Rehabilitation and 190th Street T-1 Vault Replacement) as well as similar projects with other local public agencies. The Inspector selected will be the same person that successfully inspected the above-referenced projects. KOA/CBM proposes to provide full-time construction inspection services in the amount of \$80,015 for this project. The proposed Consulting Services Agreement will provide the required construction inspection services for the T-43/44 project.

It is anticipated that construction will begin in April 2011 and be completed by July 2011.

Respectfully submitted,

ROBERT J. BESTE
Public Works Director



By Elizabeth Overstreet
Engineering Manager

CONCUR:



Robert J. Beste
Public Works Director



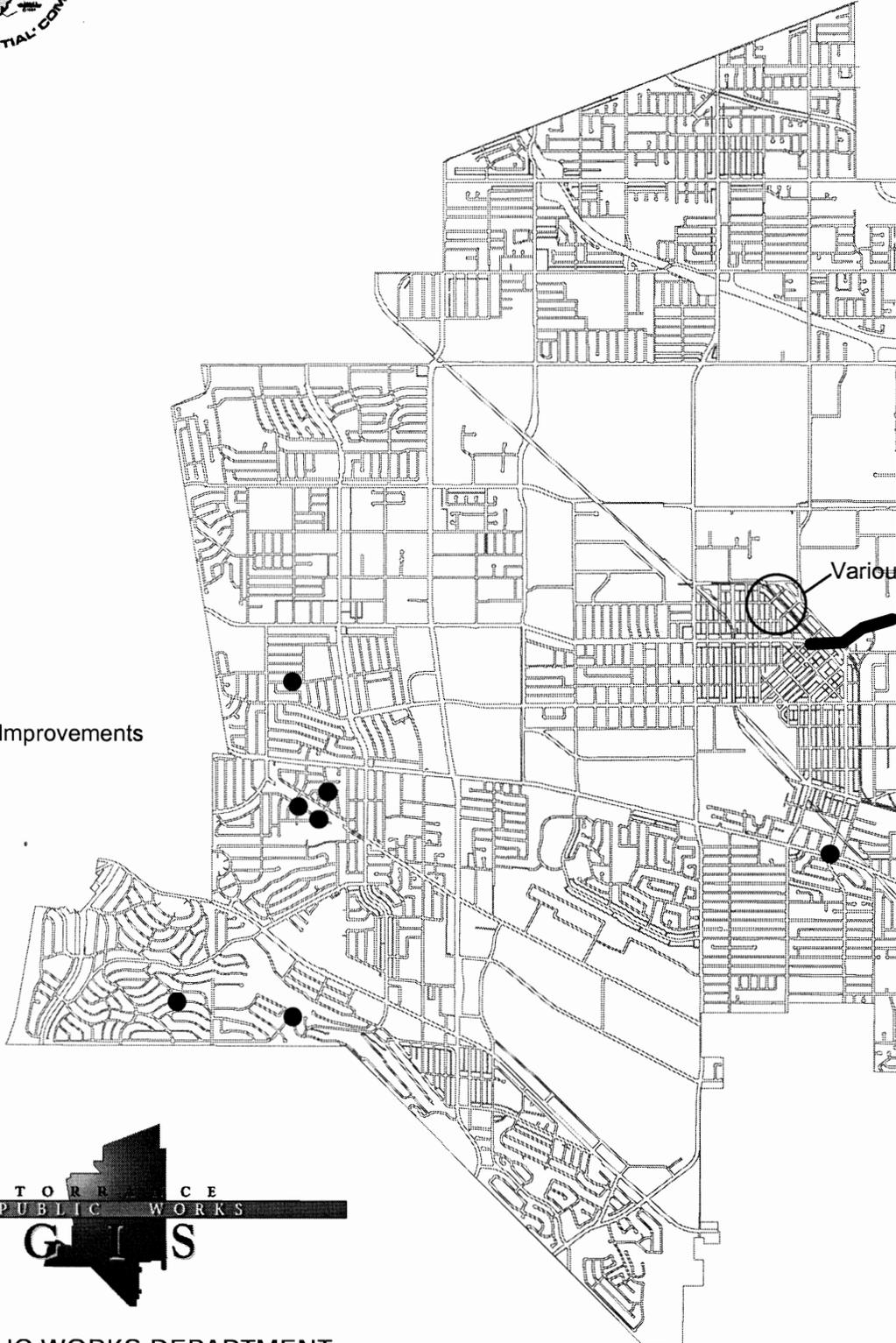
LeRoy J. Jackson
City Manager

Attachments: A: Vicinity Map
B: Consulting Services Agreement (KOA-CBM)

City of Torrance - Public Works Department

Torrance Blvd. Rehabilitation, T-43/44

PROJECT LOCATION MAP



● Cross Gutter Improvements

Various Sidewalk Improvements



PUBLIC WORKS DEPARTMENT
 ROBERT J. BESTE
 PUBLIC WORKS DIRECTOR

CONSULTING SERVICES AGREEMENT

This CONSULTING SERVICES AGREEMENT ("Agreement") is made and entered into as of March 22, 2011 (the "Effective Date"), by and between the CITY OF TORRANCE, a municipal corporation ("CITY"), and CBM Consulting, Inc, a California Corporation "CONSULTANT").

RECITALS:

- A. CITY wishes to retain the services of an experienced and qualified CONSULTANT to provide full-time construction inspection and part-time construction administrative services for the Torrance Boulevard Rehabilitation, T-43, T-44 (Sartori Avenue to Western Avenue), B2011-09.
- B. CONSULTANT represents that it is qualified to perform those services.

AGREEMENT:

1. **SERVICES TO BE PERFORMED BY CONSULTANT**

CONSULTANT will provide the services listed in the Scope of Services attached as Exhibit A. CONSULTANT warrants that all work and services set forth in the Scope of Services will be performed in a competent, professional and satisfactory manner.

2. **TERM**

Unless earlier terminated in accordance with Paragraph 4 below, this Agreement will continue in full force and effect from the Effective Date through March 22, 2013.

3. **COMPENSATION**

- A. CONSULTANT's Fee.

For services rendered pursuant to this Agreement, CONSULTANT will be paid in accordance with the Compensation Schedule attached as Exhibit B, provided, however, that in no event will the total amount of money paid the CONSULTANT, for services initially contemplated by this Agreement, exceed the sum of \$80,015.00 ("Agreement Sum"), unless otherwise first approved in writing by CITY.

- B. Schedule of Payment.

Provided that the CONSULTANT is not in default under the terms of this Agreement, upon presentation of an invoice, CONSULTANT will be paid monthly the fees described in Paragraph 3.A. above, according to the Compensation Schedule. Payment will be due within 30 days after the date of the monthly invoice.

4. **TERMINATION OF AGREEMENT**

A. Termination by CITY for Convenience.

1. CITY may, at any time, terminate the Agreement for CITY's convenience and without cause.
2. Upon receipt of written notice from CITY of such termination for CITY's convenience, CONSULTANT will:
 - a. cease operations as directed by CITY in the notice;
 - b. take actions necessary, or that CITY may direct, for the protection and preservation of the work; and
 - c. except for work directed to be performed prior to the effective date of termination stated in the notice, terminate all existing subcontracts and purchase orders and enter into no further subcontracts and purchase orders.
3. In case of such termination for CITY's convenience, CONSULTANT will be entitled to receive payment for work executed; and costs incurred by reason of such termination, along with reasonable overhead and profit on the work not executed.

B. Termination for Cause.

1. If either party fails to perform any term, covenant or condition in this Agreement and that failure continues for 15 calendar days after the nondefaulting party gives the defaulting party written notice of the failure to perform, this Agreement may be terminated for cause; provided, however, that if during the notice period the defaulting party has promptly commenced and continues diligent efforts to remedy the default, the defaulting party will have such additional time as is reasonably necessary to remedy the default.
2. In the event this Agreement is terminated for cause by the default of the CONSULTANT, the CITY may, at the expense of the CONSULTANT and its surety, complete this Agreement or cause it to be completed. Any check or bond delivered to the CITY in connection with this Agreement, and the money payable thereon, will be forfeited to and remain the property of the CITY. All moneys due the CONSULTANT under the terms of this Agreement will be retained by the CITY, but the retention will not release the CONSULTANT and its surety from liability for the default. Under these circumstances, however, the CONSULTANT and its surety will be credited with the amount of money retained, toward any amount by which the cost of completion exceeds the Agreement Sum and any amount authorized for extra services.
3. Termination for cause will not affect or terminate any of the rights of the CITY as against the CONSULTANT or its surety then existing, or which

may thereafter accrue because of the default; this provision is in addition to all other rights and remedies available to the CITY under law.

C. Termination for Breach of Law.

In the event the CONSULTANT or any of its officers, directors, shareholders, employees, agents, subsidiaries or affiliates is convicted (i) of a criminal offense as an incident to obtaining or attempting to obtain a public or private contract or subcontract, or in the performance of a contract or subcontract; (ii) under state or federal statutes of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or any other offense indicating a lack of business integrity or business honesty which currently, seriously, and directly affects responsibility as a public consultant or contractor; (iii) under state or federal antitrust statutes arising out of the submission of bids or proposals; or (iv) of violation of Paragraph 19 of this Agreement; or for any other cause the CITY determines to be so serious and compelling as to affect CONSULTANT's responsibility as a public consultant or contractor, including but not limited to, debarment by another governmental agency, then the CITY reserves the unilateral right to terminate this Agreement or to impose such other sanctions (which may include financial sanctions, temporary suspensions or any other condition deemed appropriate short of termination) as it deems proper. The CITY will not take action until CONSULTANT has been given notice and an opportunity to present evidence in mitigation.

5. **FORCE MAJEURE**

If any party fails to perform its obligations because of strikes, lockouts, labor disputes, embargoes, acts of God, inability to obtain labor or materials or reasonable substitutes for labor or materials, governmental restrictions, governmental regulations, governmental control, judicial orders, enemy or hostile governmental action, civil commotion, fire or other casualty, or other causes beyond the reasonable control of the party obligated to perform, then that party's performance shall be excused for a period equal to the period of such cause for failure to perform.

6. **RETENTION OF FUNDS**

CONSULTANT authorizes CITY to deduct from any amount payable to CONSULTANT (whether or not arising out of this Agreement) any amounts the payment of which may be in dispute or that are necessary to compensate CITY for any losses, costs, liabilities, or damages suffered by CITY, and all amounts for which CITY may be liable to third parties, by reason of CONSULTANT's negligent acts or omissions or willful misconduct in performing or failing to perform CONSULTANT's obligations under this Agreement. In the event that any claim is made by a third party, the amount or validity of which is disputed by CONSULTANT, or any indebtedness exists that appears to be the basis for a claim of lien, CITY may withhold from any payment due, without liability for interest because of the withholding, an amount sufficient to cover the claim. The failure of CITY to exercise the right to deduct or to withhold will not, however, affect the obligations of CONSULTANT to insure, indemnify, and protect CITY as elsewhere provided in this Agreement.

7. **CITY REPRESENTATIVE**

The Public Works Director is designated as the "City Representative." authorized to act in its behalf with respect to the work and services specified in this Agreement and to make all decisions in connection with this Agreement. Whenever approval, directions, or other actions are required by CITY under this Agreement, those actions will be taken by the City Representative, unless otherwise stated. The City Manager has the right to designate another City Representative at any time, by providing notice to CONSULTANT.

8. **CONSULTANT REPRESENTATIVE(S)**

The following principal(s) of CONSULTANT are designated as being the principal(s) and representative(s) of CONSULTANT authorized to act in its behalf with respect to the work specified in this Agreement and make all decisions in connection with this Agreement:

Chuck Stephan, Vice President
Derry MacMahon, Vice President

9. **INDEPENDENT CONTRACTOR**

The CONSULTANT is, and at all times will remain as to CITY, a wholly independent contractor. Neither CITY nor any of its agents will have control over the conduct of the CONSULTANT or any of the CONSULTANT's employees, except as otherwise set forth in this Agreement. The CONSULTANT may not, at any time or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of CITY.

10. **BUSINESS LICENSE**

The CONSULTANT must obtain a City business license prior to the start of work under this Agreement, unless CONSULTANT is qualified for an exemption.

11. **OTHER LICENSES AND PERMITS**

CONSULTANT warrants that it has all professional, contracting and other permits and licenses required to undertake the work contemplated by this Agreement.

12. **FAMILIARITY WITH WORK**

By executing this Agreement, CONSULTANT warrants that CONSULTANT (a) has thoroughly investigated and considered the scope of services to be performed, (b) has carefully considered how the services should be performed, and (c) fully understands the facilities, difficulties and restrictions attending performance of the services under this Agreement. If the services involve work upon any site, CONSULTANT warrants that CONSULTANT has or will investigate the site and is or will be fully acquainted with the conditions there existing, prior to commencement of services set forth in this Agreement. Should CONSULTANT discover any latent or unknown conditions that will materially affect the performance of the services set forth in this Agreement, CONSULTANT must immediately inform CITY of that fact and may not proceed except at CONSULTANT's risk until written instructions are received from CITY.

13. **CARE OF WORK**

CONSULTANT must adopt reasonable methods during the term of the Agreement to furnish continuous protection to the work, and the equipment, materials, papers, documents, plans, studies and other components to prevent losses or damages, and will be responsible for all damages, to persons or property, until acceptance of the work by CITY, except those losses or damages as may be caused by CITY's own negligence.

14. **CONSULTANT'S ACCOUNTING RECORDS; OTHER PROJECT RECORDS**

Records of the CONSULTANT's time pertaining to the project, and records of accounts between CITY and the CONSULTANT, will be kept on a generally recognized accounting basis. CONSULTANT will also maintain all other records, including without limitation specifications, drawings, progress reports and the like, relating to the project. All records will be available to CITY during normal working hours. CONSULTANT will maintain these records for three years after final payment.

15. **INDEMNIFICATION**

CONSULTANT will indemnify, defend, and hold harmless CITY, the Redevelopment Agency of the City of Torrance, the City Council, each member thereof, present and future, members of boards and commissions, its officers, agents, employees and volunteers from and against any and all liability, expenses, including defense costs and legal fees, and claims for damages whatsoever, including, but not limited to, those arising from breach of contract, bodily injury, death, personal injury, property damage, loss of use, or property loss however the same may be caused proportionate to the extent of negligence or fault of the CONSULTANT. The obligation to indemnify, defend and hold harmless includes, but is not limited to, any liability or expense, including defense costs and legal fees, arising from the negligent acts or omissions, or willful misconduct of CONSULTANT, its officers, employees, agents, subcontractors or vendors proportionate to the extent of negligence or fault of the CONSULTANT. It is further agreed, CONSULTANT'S obligations to indemnify, defend and hold harmless will apply even in the event of concurrent negligence on the part of CITY, the City Council, each member thereof, present and future, or its officers, agents and employees, except for liability resulting solely from the negligence or willful misconduct of CITY, its officers, employees or agents proportionate to the extent of negligence or fault of the CONSULTANT. Payment by CITY is not a condition precedent to enforcement of this indemnity. In the event of any dispute between CONSULTANT and CITY, as to whether liability arises from the ~~sole~~ negligence of the CITY or its officers, employees, agents, subcontractors or vendors, CONSULTANT will be obligated to pay for CITY'S defense until such time as a final judgment has been entered at which time each party shall be liable for it's share of cost of defense proportionate to their extent of negligence or fault.

16. **NON-LIABILITY OF CITY OFFICERS AND EMPLOYEES**

No officer or employee of CITY will be personally liable to CONSULTANT, in the event of any default or breach by the CITY or for any amount that may become due to CONSULTANT.

17. **INSURANCE**

- A. CONSULTANT must maintain at its sole expense the following insurance, which will be full coverage not subject to self insurance provisions:
1. Automobile Liability, including owned, non-owned and hired vehicles, with at least the following limits of liability:
 - a. Primary Bodily Injury with limits of at least \$500,000 per person, \$1,000,000 per occurrence; and
 - b. Primary Property Damage of at least \$250,000 per occurrence; or
 - c. Combined single limits of \$1,000,000 per occurrence.
 2. General Liability including coverage for premises, products and completed operations, independent contractors/vendors, personal injury and contractual obligations with combined single limits of coverage of at least \$1,000,000 per occurrence.
 3. Professional liability insurance with limits of at least \$1,000,000 per occurrence.
 4. Workers' Compensation with limits as required by the State of California and Employers Liability with limits of at least \$1,000,000.
- B. The insurance provided by CONSULTANT will be primary and non-contributory
- C. CITY ("City of Torrance"), the Redevelopment Agency of the City of Torrance, the City Council and each member thereof, members of boards and commissions, every officer, agent, official, employee and volunteer must be named as additional insured under the automobile and general liability policies.
- D. CONSULTANT must provide certificates of insurance and/or endorsements to the City Clerk of the City of Torrance before the commencement of work.
- E. Each insurance policy required by this Paragraph must contain a provision that no termination, cancellation or change of coverage can be made without thirty days notice to CITY.

18. **SUFFICIENCY OF INSURERS AND SURETIES**

Insurance or bonds required by this Agreement will be satisfactory only if issued by companies admitted to do business in California, rated "B+" or better in the most recent edition of Best's Key Rating Guide, and only if they are of a financial category Class VII or better, unless these requirements are waived by the Risk Manager of CITY ("Risk Manager") due to unique circumstances. In the event the Risk Manager determines that the work or services to be performed under this Agreement creates an increased or decreased risk of loss to CITY, the CONSULTANT agrees that the minimum limits of

any insurance policies or performance bonds required by this Agreement may be changed accordingly upon receipt of written notice from the Risk Manager; provided that CONSULTANT will have the right to appeal a determination of increased coverage by the Risk Manager to the City Council of CITY within 10 days of receipt of notice from the Risk Manager.

19. **CONFLICT OF INTEREST**

- A. No officer or employee of the CITY may have any financial interest, direct or indirect, in this Agreement, nor may any officer or employee participate in any decision relating to the Agreement that effects the officer or employee's financial interest or the financial interest of any corporation, partnership or association in which the officer or employee is, directly or indirectly interested, in violation of any law, rule or regulation.
- B. No person may offer, give, or agree to give any officer or employee or former officer or employee, nor may any officer or employee solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparation or any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any way pertaining to any program requirement, contract or subcontract, or to any solicitation or proposal.

20. **NOTICE**

- A. All notices, requests, demands, or other communications under this Agreement will be in writing. Notice will be sufficiently given for all purposes as follows:
1. Personal delivery. When personally delivered to the recipient: notice is effective on delivery.
 2. First Class mail. When mailed first class to the last address of the recipient known to the party giving notice: notice is effective three mail delivery days after deposit in an United States Postal Service office or mailbox.
 3. Certified mail. When mailed certified mail, return receipt requested: notice is effective on receipt, if delivery is confirmed by a return receipt.
 4. Overnight delivery. When delivered by an overnight delivery service, charges prepaid or charged to the sender's account: notice is effective on delivery, if delivery is confirmed by the delivery service.
 5. Facsimile transmission. When sent by fax to the last fax number of the recipient known to the party giving notice: notice is effective on receipt. Any notice given by fax will be deemed received on the next business day if it is received after 5:00 p.m. (recipient's time) or on a non-business day.

6. Addresses for purpose of giving notice are as follows:

CONSULTANT: CBM Consulting, Inc./KOA
Corporation
1411 W. 190th Street Suite 525
Gardena, CA 90248
ATTN: Chuck Stephan
Fax: (310) 329-1021

CITY: City Clerk
City of Torrance
3031 Torrance Boulevard
Torrance, CA 90509-2970
Fax: (310) 618-2931

- B. Any correctly addressed notice that is refused, unclaimed, or undeliverable because of an act or omission of the party to be notified, will be deemed effective as of the first date the notice was refused, unclaimed or deemed undeliverable by the postal authorities, messenger or overnight delivery service.
- C. Either party may change its address or fax number by giving the other party notice of the change in any manner permitted by this Agreement.

21. **PROHIBITION AGAINST ASSIGNMENT AND SUBCONTRACTING**

This Agreement and all exhibits are binding on the heirs, successors, and assigns of the parties. The Agreement may not be assigned or subcontracted by either CITY or CONSULTANT without the prior written consent of the other.

22. **INTEGRATION; AMENDMENT**

This Agreement represents the entire understanding of CITY and CONSULTANT as to those matters contained in it. No prior oral or written understanding will be of any force or effect with respect to the terms of this Agreement. The Agreement may not be modified or altered except in writing signed by both parties.

23. **INTERPRETATION**

The terms of this Agreement should be construed in accordance with the meaning of the language used and should not be construed for or against either party by reason of the authorship of this Agreement or any other rule of construction that might otherwise apply.

24. **SEVERABILITY**

If any part of this Agreement is found to be in conflict with applicable laws, that part will be inoperative, null and void insofar as it is in conflict with any applicable laws, but the remainder of the Agreement will remain in full force and effect.

25. **TIME OF ESSENCE**

Time is of the essence in the performance of this Agreement.

26. **GOVERNING LAW; JURISDICTION**

This Agreement will be administered and interpreted under the laws of the State of California. Jurisdiction of any litigation arising from the Agreement will be in Los Angeles County, California.

27. **COMPLIANCE WITH STATUTES AND REGULATIONS**

CONSULTANT will be knowledgeable of and will comply with all applicable federal, state, county and city statutes, rules, regulations, ordinances and orders.

28. **WAIVER OF BREACH**

No delay or omission in the exercise of any right or remedy by a nondefaulting party on any default will impair the right or remedy or be construed as a waiver. A party's consent or approval of any act by the other party requiring the party's consent or approval will not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and will not be a waiver of any other default concerning the same or any other provision of this Agreement.

29. **ATTORNEY'S FEES**

Except as provided for in Paragraph 15, in any dispute, litigation, arbitration, or other proceeding by which one party either seeks to enforce its rights under this Agreement (whether in contract, tort or both) or seeks a declaration of any rights or obligations under this Agreement, the prevailing party will be awarded reasonable attorney's fees, together with any costs and expenses, to resolve the dispute and to enforce any judgment.

30. **EXHIBITS**

All exhibits identified in this Agreement are incorporated into the Agreement by this reference.

31. **CONSULTANT'S AUTHORITY TO EXECUTE**

The person(s) executing this Agreement on behalf of the CONSULTANT warrant that (i) the CONSULTANT is duly organized and existing; (ii) they are duly authorized to execute this Agreement on behalf of the CONSULTANT; (iii) by so executing this Agreement, the CONSULTANT is formally bound to the provisions of this Agreement;

and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which the CONSULTANT is bound.

CITY OF TORRANCE
a Municipal Corporation

CBM Consulting, Inc.
a California Corporation

Frank Scotto, Mayor

By: _____
Chuck Stephan, P.E., Vice President

ATTEST:

Sue Herbers
City Clerk

APPROVED AS TO FORM:
JOHN L. FELLOWS III
City Attorney

By: _____

Attachments: Exhibit A Scope of Services
 Exhibit B Compensation Schedule

Revised: 10/29/2008

EXHIBIT A
SCOPE OF SERVICES



1411 W. 190th St. Suite 525
 Gardena, CA 90248
 t: 310.329.0102 f: 310.329.1021
 www.koacorporation.com

March 3, 2011

Lea Reis
 Associate Engineer
 City of Torrance
 20500 Madrona Ave
 Torrance, CA 90503
 LReis@Torranceca.gov

**RE: Proposal for Torrance Blvd Rehabilitation, T 43/44 – Phase 2 Sartori Ave to Western Ave
 Construction Inspection Services**

Dear Ms. Reis,

CBM Consulting, Inc., a wholly owned subsidiary of KOA Corporation (KOA-CBM), appreciates the opportunity to submit qualifications to the City of Torrance for Inspection services. KOA-CBM has the expertise and resources required to provide Inspection Services for the Torrance Blvd Rehabilitation Phase 2 Project in a timely and efficient manner. We are committed to working seamlessly with your staff and project team to ensure the successful delivery of this project. No subconsultants are necessary for KOA-CBM to provide for the services of this project.

CBM Consulting specializes in civil engineering design, project management, and construction management of public works projects for public agencies in Southern California. We have completed hundreds of capital improvement projects successfully. In 2010 alone, we provided construction inspection services on at least one, and in most cities multiple projects for the following cities: Torrance, Anaheim, Irvine, Hawthorne, Hermosa Beach, Manhattan Beach, Culver City, Diamond Bar, Buena Park, La Habra, Long Beach, Rancho Santa Margarita, and Rancho Palos Verdes. All projects were completed successfully.

Chuck Stephan, P.E. will be the Management Contact and Project Manager for this contract. The project will be managed through our South Bay office at 1411 W. 190th Street, Suite 525, Gardena, CA, 90248; Phone: 310.329.0102; Fax: 310.329.1021; Email: Cstephan@koacorporation.com. Thank you for this opportunity to offer our services to the City of Torrance. Should you have questions, please contact me at 310.329.0102.

All addendums regarding Torrance Blvd Rehabilitation Phase 2 Project are included in this Proposal.

Sincerely,
CBM Consulting, Inc.

Chuck Stephan, P.E. (CA RCE C50481)
 V.P. of South Bay Operations
 KOA-Corporation



SCOPE OF WORK & APPROACH

Construction Observation

The Torrance Boulevard Rehabilitation project consists of the reconstruction of Torrance Boulevard from Sartori Ave to Western Ave by means of removal and replacement of existing base and AC, grind & overlay and a slurry seal. Other work involved includes sidewalk replacement, new curb ramps, driveway approaches, curb & gutter and cross gutter. KOA-CBM recognizes that the project requires considerable attention with regards to project schedule and phasing of the work, traffic control, quality and engineering controls as well as extensive public relations.

The Approach

The key tool that will be used on the project is the schedule, from which all operations will be planned, from sequence of work to traffic controls to material testing.

Scope of Work

KOA-CBM will provide Construction Management and Construction Observation services for the same rate as Construction Observation services should the City request such service. If Construction Management services are requested in addition to the Construction Observation services, KOA-CBM will provide the City will a full breakdown of all deliverables provided with our CM service.

KOA-CBM construction observation services will include the following:

- Schedule Review: The Contractor's construction schedule will be reviewed at the beginning of the project to ensure that all items of work are included, that the dates shown meet the expected dates by the City and that the sequencing and theory behind the activity sequence make sense from a construction standpoint and within the time constraint on the project.
- Submittal Review: KOA-CBM will assist with the review of the submittals that are required by the Plans and Specifications.
- Meeting Attendance: KOA-CBM will attend the pre-construction meeting and all other project meetings including the weekly progress meeting.
- Inspection Services: KOA-CBM will provide full time construction observation for the project including night time and weekend work as required. KOA-CBM will provide all required inspections for every aspect of construction.
- Payment Application Review: Each month as the Contractor submits invoices for payment, KOA-CBM will review with the contractor all work done and agree to quantities for processing
- Safety Rules & Regulations: KOA-CBM will monitor the project work and adjacent areas for unsafe conditions and promptly report it to the City and the Contractor for resolution. Compliance with the construction excavation safety rules and regulations per Federal, State and local requirements will be part of this operation.



KOA CORPORATION

CBM Consulting

KOA-CBM always considers safety the most important issue on any construction project. KOA-CBM will recommend key safety provisions to require the contractor to have competent safety personnel and site specific safety programs employed on the project at all times.

- Daily Measurements: KOA-CBM will check and agree with the contractor the daily measurements of quantities of work completed by the contractor.
- Daily Construction Observation Reports: KOA-CBM will compile daily observation reports documenting the contractor's workforce, material and equipment used a summary of construction activities, field problems, disputes or claims, resolutions of issues and directions given to the contractor. Completed daily reports will be transmitted to the City on a weekly basis. Other reports such as the Weekly Statement of Working Days and the Week at a Glance report will be completed and provided to the City.
- Inspection Duties: KOA-CBM will ensure that the contractor complies with the requirements of the plans and specifications.
- USA Compliance: KOA-CBM will liaise with the contractor to ensure that sufficient notification is given to Underground Service Alert. This activity needs to be coordination with the construction operation.
- NPDES: KOA-CBM will enforce all provisions of the Storm Water Pollution Prevention Plan. At a minimum SWPPP requirements will be monitored and a specific SWPPP Checklist will be compiled. Any deficiencies noted will be addressed with the contractor for immediate remedy. Upon a weather report of 40% (or higher) expectancy of rain, a site walk will be conducted to ensure that SWPPP measures are in place and well maintained.
- "As-Built" Plans: KOA-CBM's construction observer will update on a daily basis the "As-Built" set of plans. A Red-Line set of as-built plans will be provided to the City at the completion of the project.
- Change Order Coordination: KOA-CBM's construction observer will document all activity on the jobsite, and will maintain a log of any work performed outside of the contract. KOA-CBM will meet with the City to review and assist with the processing of any change orders.
- Punch List: KOA-CBM's construction observer will prepare a detailed punch list for the project, prior to final acceptance of the work.
- Material & Equipment Inspections: KOA-CBM's construction observer will inspect materials and equipment upon delivery to the site for compliance with the specification.
- Photographs: The construction observer will prepare and maintain a photo journal documenting the construction progress.
- Testing and Observations: KOA-CBM will coordinate compaction and materials testing using the City's geotechnical consultant. KOA-CBM will monitor testing services, track documentation and record testing results in weekly construction progress meetings. When necessary, KOA-CBM will require and track that corrective measures are implemented and re-inspected to verify acceptable completion.



KOA CORPORATION

CBM Consulting

- Resident / Business Inquiries: The construction observer will respond immediately to any business or resident inquiries. It is very important that such matters are dealt with expeditiously.
- Monument Restoration: KOA-CBM will ensure that the contractor completes the following as part of the construction operation:
 - Comply with State requirements in connection with preservation and/or reestablishment of survey monuments
 - Set centerline ties for existing centerline monuments found with no existing ties.
 - Replace centerline ties disturbed by construction.
 - Reset centerline monuments and provide the City with updated set of centerline tie notes.
- City Surveying Consultant: KOA-CBM will coordinate survey requests using the City's survey consultant.

Project Close-out:

As part of the project close-out, KOA-CBM will provide the following services:

- Final Inspection: All corrections must be made and all punch list items must be completed before KOA-CBM recommends processing of the "Notice of Completion". KOA-CBM is noted for our attention to detail. Not only have we excelled at closing out our own projects, but we have been requested to and successfully closed out problem client projects where our services were not initially utilized.
- Delivery of As-Builts and close-out documents: KOA-CBM will review "as-constructed" plans and prepare "as-constructed" reports. KOA-CBM will assist the Contractor in maintaining a field set of "as-constructed" plans to be updated daily and delivered to the City upon project completion. KOA-CBM will continually document changed field conditions and not rely on the Contractor to document "as-constructed" conditions. The will report and photograph field condition changes. The CM will document and keep these "as-constructed" conditions on plans in his office. KOA-CBM will review the Contractor's submittal of "as-constructed" conditions and compare this submittal to KOA-CBM's own documentation. Discrepancies will be discussed, resolved and recorded. Completed "as-constructed" plans will be submitted to the City.
- Finalize Punch List Items: KOA-CBM will work with the contractor to ensure that the contractor finalizes all punch list items.
- Final Walk-through: Upon completion of all the punch list items, KOA-CBM will conduct the final walk-through with the City and contractor.
- Project Files: KOA-CBM will arrange for the delivery of all project files to the City after completion of the project. An electronic version of the all project documents will also be provided to the City.

Items not included in Scope of Work:

- Special, Deputy and Soils Inspection and Materials Testing: Upon determination of the specific special, deputy and soils inspection and testing requirements, the City will develop the required scope of services engage the necessary services for the QC on the project. The construction observer will coordinate and arrange for any special inspections as required.


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RESUMES**CRISPEN COLE****Senior Construction Inspector****Professional Experience**

Mr. Cole has over 35 years of varied construction and construction inspection experience including bridges, rail, piers, marinas, public facilities, water, sewer, & storm drain lines, and streets and sidewalks. Mr. Cole is certified as Competent Person Underground.

Project Experience**Streets & Sidewalks**

Valley Drive & Aviation Blvd, Manhattan Beach, CA: Construction Inspector. KOA-CBM performed complete management throughout construction of these 2 projects such that the project was completed in accordance with federal-aid requirements.

Crenshaw Blvd, Torrance, CA: Construction Inspector. Street improvements to Crenshaw Blvd from Maricopa Street to Sepulveda Boulevard. Specific improvements include AC pavement reconstruction, repair, and overlay; replacement of damaged curb, gutter, and sidewalks; and construction of ADA curb access ramps. The project will be constructed with, and in compliance with, federal-aid American Recovery and Reinvestment Act (ARRA) of 2009.

Sidewalk Removal & Replacement, City of Rancho Palos Verdes, CA: Construction Inspector. Sidewalk repair project. Included sidewalk and curb and gutter replacement at various locations throughout the city.

Imperial Highway between Inglewood & Prairie, Hawthorne, CA: Construction Inspector. Removal & replacement of all striping and signage within the intersection. Project required night work.

Intersection Improvements at Firestone & Garfield, City of South Gate, CA: Construction Inspector. Street Improvements at the intersection of Firestone and Garfield, including upgrade of traffic signals.

Carrier Row Street Rehabilitation, City of Los Alamitos, CA: Construction Inspector. Removal and replacement prior to rubberized asphalt overlay. (Value \$500K)

Pacoima/Panorama, CRA/LA, Los Angeles, CA: Construction Inspector. The project will include improvements over a number of streets throughout the area. Improvements to include sidewalk replacement, new curb ramps, new driveways, new curb & gutter, new striping and other miscellaneous items.

Education

American University in Beirut

A.A. Business Administration,
Northern Arizona University (1975)

Year Entered Profession

1971

Year started with Firm

2008

Certifications

Competent Person Underground
Certified



Water, Sewer & Storm Drains & Utility Lines:

TI Vault Upgrade, City of Torrance, CA: Construction Inspector. The rehabilitation of the T-I vault involves the upgrade of the vault structure to comply with the current code for confined space. As part of the project the roof of the vault will be replaced and the walls will be strengthened. The existing 20" & 12" steel pipes will be replaced with new pipes, similar diameters to the existing pipes. The existing four flow meters will be replaced with two new flow meters with remote control capabilities.

Trench Infiltration, Hermosa Beach, CA: Construction Inspector: This project will installed a diversion structure, pump station, and infiltration field to divert low-flow storm drain system runoff from beach areas to a subsurface percolation field. Construction took place in the developed area around the pier, requiring significant coordination with City staff, lifeguards, and businesses. Permittees include the City, Los Angeles County and the Coastal Commission. The project was financed with ARRA funding. KOA Corporation will provide the construction project management and inspection services, as well as assistance for federal-aid funding requirements and reporting.

Water Main Replacement, City of Manhattan Beach, CA: Construction Inspector. Water main replacement project including backfill and repair of roadway.

Landscape and Irrigation, Firestone Blvd. & Garfield Ave, City of South Gate, CA: Construction Inspector. Remove and replace with concrete the intersection of Firestone Blvd & Garfield Ave. Intersection receives large volume of traffic with an average of 80,000 vehicle per day. Project included street widening, traffic signal work, median improvements in addition to the replacement of the intersection. Traffic control was very important.

Public Facilities

Restroom Replacement, City of Long Beach: Construction Inspector. Restroom replacement at Marine stadium, Marine Drive, Ocean Boulevard.

City Yard, La Habra, CA: Project Manager, LH Engineering. Construction of maintenance yard, improvements.


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SCOTT NEUMANN**Construction Manager / Construction Inspector****Professional Experience**

Scott Neumann joined CBM Consulting, Inc. (KOA-CBM) with prior experience as a project manager for a construction company. His responsibilities included construction field management and interaction between home office, owner and engineer, contract administration/documentation, scheduling of crews and subcontractors, pay applications, subcontractor management, project cost controls, analyze and report current project financial status and cost to complete, attendance at weekly construction meetings, field reporting/logs, submittals, Request for Information, Change Order Requests, Change Orders and effective communication between all parties involved on assigned projects.

Project Experience**Staff Assistance****Community Redevelopment Agency of Los Angeles, Los Angeles, CA:**

Technical staff assistance to the CRA/LA for managing the design and construction of various capital improvement projects within Council District 6 & 7 and the North Hollywood, Pacoima & Panorama City project areas.

Streets & Sidewalks**City Wide Street Improvements Project 2009, City of Hawthorne, CA:**

Construction Observer for street and sidewalk rehabilitation at multiple sites throughout the City of Hawthorne. The project included removal and reconstruction of sections of the roadway, grind and overlay, sidewalk and curb ramp replacement, new signage and striping and construction of new landscaped medians. Project funded by the ARRA requiring compliance with all federal regulations. (Project cost is \$2,300,000.)

Peck Avenue Street Improvements 2009, Manhattan Beach, CA:

Construction Observer for street and sidewalk rehabilitation along Peck Ave from Artesia Avenue to Manhattan Beach Boulevard. The project included removal and reconstruction of sections of the roadway, grind and overlay, sidewalk and curb ramp replacement, new signage and striping. (Value \$430k)

Street and Sidewalk Rehabilitation 2007, City of Hawthorne, CA:

Construction Observer for street and sidewalk rehabilitation at multiple sites throughout the City of Hawthorne. The project included removal and reconstruction of sections of the roadway, grind and overlay, sidewalk and curb ramp replacement, new signage and striping.. (Value \$1,484,000)

North Hollywood Gateway, Community Redevelopment Agency, Los Angeles, CA:

Construction Manager. An artistic gateway which will span Lankershim Blvd South of Huston St. Artist Peter Shire designed the

Education

B.S. Accounting
 State University of New York at Binghamton, Binghamton, NY (2002)

Year Entered Profession

2002

Year Started with Firm

2004

Certifications

NASSCO Inspector Training and Certification Program for the Inspection of Cured-In-Place-Pipe (CIPP) Installation
 OSHA 10-hour Occupational Safety and Health Training Course in Construction Safety & Health # 000391966 dated 5/10/04

Professional Affiliations

American Public Works Association


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gateway as a tribute to North Hollywood's Theatre district and behind the scenes movie industry. Completed July 2009. (Project cost is \$1,200,000.)

North Hollywood Streetscape Community Redevelopment Agency, Los Angeles, CA: Construction Manager. Street improvements along Lankershim Blvd and other areas within the NoHo Arts District in the North Hollywood Redevelopment Area. Improvements include new street trees, new median with landscaping; removal and replacement of damaged sidewalk, curbs and gutters and driveways; installation of new pedestrian lighting, painting of existing light poles, and installation of art pieces. Completed IQ 2010. (Project cost is \$1,250,000.)

Pacoima/Panorama CD7 Scattered Sidewalks, Community Redevelopment Agency, Los Angeles, CA: Construction Manager. The project includes improvements over a number of streets throughout the Council District 7 area. Improvements include reconstruction of existing roadway, street widening, paving, sidewalk replacement, new curb ramps, new driveways, new curb & gutter, new striping and other miscellaneous items. Construction started April 2009. (Project cost is \$1,300,000.)

Cumpston Hatteras, Community Redevelopment Agency, Los Angeles, CA: Construction Manager. Replace broken sidewalk, curb & gutter, new improvement of sidewalk, curb & gutter, driveways, street widening, access ramps, and cross gutter. (Project cost is \$400,000 for phase I)

Street Rehabilitation, 2007/2008, La Habra, CA: Construction Observer. Provided project management, and construction management services to complete the annual street rehabilitation project. The project pulverized existing asphalt concrete in place and regraded as base material at significant savings and waste avoidance; constructed curb access ramps for ADA compliance; and upgraded fire hydrants. Included 12,000 tons of asphalt concrete placement, 42 curb access ramps, and 400,000 SF of pulverized pavement. (Value \$3M)

Patterson Street and 27th Street Improvements, Signal Hill, CA: Construction Manager. The project included the construction of a new AC paved street along Patterson St., between California Ave. and Olive St., including new curb & gutter, handicap ramps, driveways, asphalt curb, removal of redundant oil lines and coordination with local utility companies. (Construction cost: \$315k.)

Spring Street Widening Project, Signal Hill, CA: Assistant Project Manager and Construction Observation for the Spring Street Improvement project which included widening and reconstructing the roadway, lowering the grade crest, parkway improvements, intersection improvements, traffic signal upgrades and new installations, and relocating existing gas, oil, water, sewer and other utility lines. Based on record data and field exploration, KOA-CBM identified in excess of 15 underground utility lines including public utilities, private utilities and underground oil and gas pipelines. (Value \$5.6M)

Zumirez Street Realignment & Signalization Project, Malibu, CA: Assistant Construction Manager for realignment and signalization of roadway intersection with Pacific Coast Highway. Involves detailed coordination with Caltrans, City and several utilities including Sprint, Verizon, LA County Water, Charter Cable, SCE, SC Gas. The project included a tight timeline with stringent Right of Way and funding deadlines. (Value \$450K)



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RELEVANT COMPLETED PROJECTS



City of Torrance
Crenshaw Boulevard Improvements
 Torrance, CA

Construction Cost:	\$2 million
Owner:	City of Torrance
Start Date:	February 2010
Completion Date:	September 2010
Contact:	Craig Bilezerian, P.E. Engineering Manager, (310) 618-3054
Project Manager:	Chuck Stephan, P.E.
Construction Observer:	Crisp Cole
Funding:	ARRA



KOA-CBM is providing Construction Inspection services for the City of Torrance for street improvements to Crenshaw Blvd from Maricopa Street to Sepulveda Boulevard. Specific improvements include AC pavement reconstruction, repair, and overlay; replacement of damaged curb, gutter, and sidewalks; and construction of ADA curb access ramps. The project will be constructed with, and in compliance with, federal-aid American Recovery and Reinvestment Act (ARRA) of 2009. The scope of work includes daily record keeping and inspection, weekly notes and reports, photographs, change order and Request for Information coordination, DBE/UDBE monitoring, Quality Assurance Program (QAP) implementation, City and utility coordination.



City of Manhattan Beach
Valley Drive and Aviation Blvd
 Manhattan Beach, CA

Owner:	City of Manhattan Beach
Start Date:	November 2009
Completion Date:	March 2010
Contact:	Steve Finton, P.E., City Engineer (310)802-5352
Project Manager:	Chuck Stephan, P.E.
Construction Observer:	Cris Cole
Funding:	ARRA

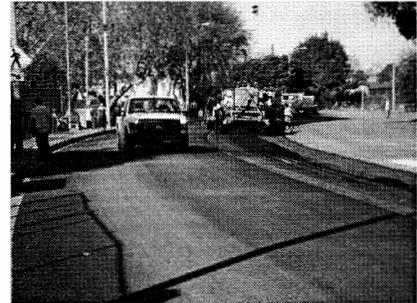
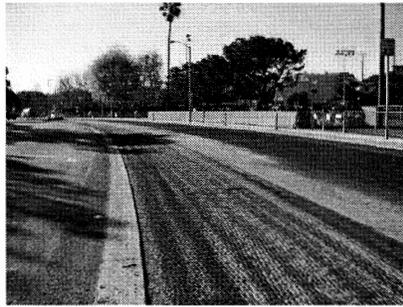
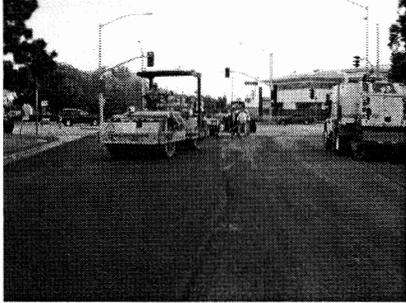
KOA-CBM provided Construction Engineering and Project Management services for the City of Manhattan Beach for these two projects including rehabilitation of Aviation Boulevard from Marine Avenue to Manhattan Beach Boulevard, and Valley Drive from 15th Street to Sepulveda Boulevard. The worked included asphalt pavement milling and overlay, localized reconstruction, utility adjustments, striping and markings, and other incidental work. Both of these projects were funded with ARRA grants.



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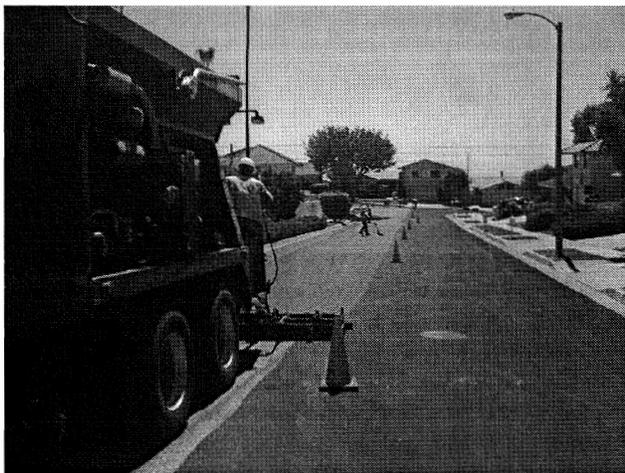
CBM Consulting

KOA-CBM performed complete management throughout construction such that the project was completed in accordance with federal-aid requirements. The scope of work included daily record keeping and inspection, weekly meeting notes and reports, photographs, change order and Request for Information processing, DBE/UDBE monitoring, Quality Assurance Program (QAP) implementation, City and utility coordination, and employee interviews.



City of Rancho Palos Verdes
Annual Street Overlay Project 2010
 Rancho Palos Verdes, CA

Cost:	\$1.3 million
Owner:	City of Rancho Palos Verdes
Completion Date:	2010
Contact:	Nicole Jules, P.E. Senior Engineer (310)377-0360
Project Manager:	Chuck Stephan, P.E.
Construction Observer:	Cris Cole



CBM Consulting Inc. (KOA-CBM) provided project and construction management services for the City of Rancho Palos Verdes 2010 pavement rehabilitation project, which included street repairs consisting of Cape Seal, slurry seal, and reconstruction, ADA improvements, PCC curb, gutter, sidewalk and driveway repairs, signage, and striping. This \$1.3 million project rehabilitated 92 residential and collector streets (15 miles).



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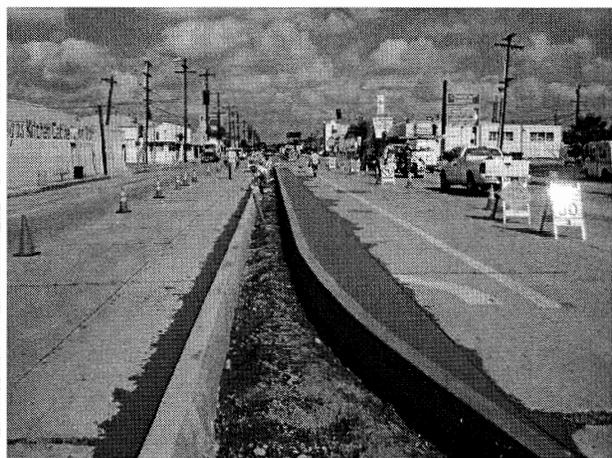
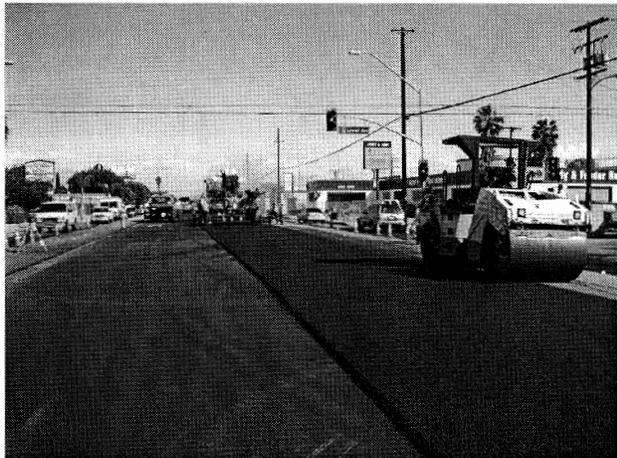
CBM Consulting



City of Hawthorne
City Wide Street Improvement Project
 Hawthorne, CA

Cost: \$2,300,000
 Owner: City of Hawthorne
 Completion Date: March 2010
 Contact: Akbar Farokhi, Senior Engineer (310) 349-2983
 Construction Manager / Inspector: Scott Neumann

Construction Management / Observation for street and sidewalk rehabilitation at multiple sites in the City of Hawthorne. This project removed and replaced curb ramps, driveways and sidewalk, a grind and overlay with ARHM, new signage and striping and the construction of new landscaped medians. The project area consisted of Rosecrans Boulevard from Crenshaw Blvd to Prairie Ave; Prairie Avenue from the 105 Freeway to El Segundo Blvd; 135th Street from Hawthorne Blvd to Inglewood Blvd. This was a federally funded project.



City of Long Beach
Admiral Kidd Park Expansion Phase 2
 Long Beach, CA

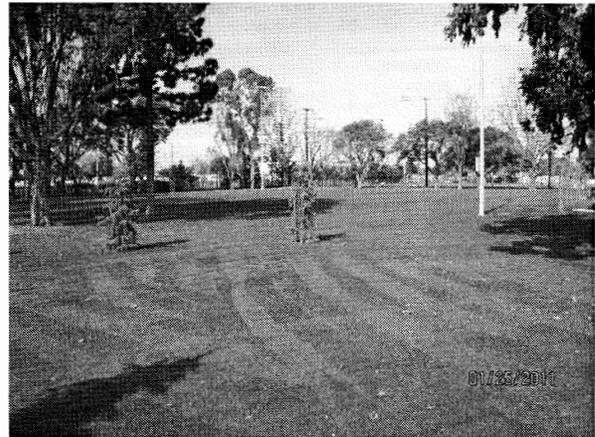
Construction Cost: \$2,513,573.75
 Owner: City of Long Beach
 Start Date: February 2010
 Completion: December 2010
 Contact: Ed Atkinson, Capital Projects Coordinator, (562)570-5716
 Construction Manager: Scott Neumann
 Construction Observer: Scott Neumann

Construction Management and Project Management services for the expansion of the existing Admiral Kidd Park located at 2125 Santa Fe Ave., in the City of Long Beach. The project consisted of the demolition of existing site elements including landscaping, playground with sand base, baseball bleachers, sports lighting, parking lot and

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concrete walkways. A portion of 21st street which ran between the existing park and an abandoned lot was vacated in order to combine the area. New park elements included concrete walkways, seatwalls, playground with rubberized surfacing, new soccer field with Musco sports lighting, installation of new Musco sports lighting on an existing soccer field, new irrigation, landscaping and the construction of two new parking lots.



Community Redevelopment Agency of Los Angeles
North Hollywood Gateway
 Los Angeles, CA

Cost: \$1,100,000
 Owner: Community Redevelopment Agency/Los Angeles
 Completion Date: Expected June 2009
 Contact: Leon Thomas, Senior Construction Supervisor (213)977-1971
 Construction Manager: Scott Neumann

An artistic gateway which spans Lankershim Blvd South of Huston St. Artist Peter Shire designed the gateway as a tribute the NoHo's Theatre district and behind the scenes movie industry.




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HOURLY RATE SCHEDULE

Professional Engineering & Management Services	Hourly Billing Rate
◇ Principal-In-Charge/Program Director	\$160.00
◇ Senior Engineer	150.00
◇ QA/QC Manager	130.00
◇ Senior Project Manager	130.00
◇ Construction Manager	130.00
◇ Project Manager	120.00
◇ Resident Engineer	120.00
◇ Project Engineer	120.00
◇ Assistant Construction Manager	110.00
◇ Office Engineer	110.00
◇ Assistant Project Manager	100.00
◇ Associate Engineer	100.00
◇ Project Controls	100.00
◇ Senior Construction Inspector	85.00
◇ Construction Manager / Construction Inspector	85.00
◇ CAD Technician	80.00
◇ Technician	75.00
◇ Administrative & Clerical Support	60.00

Due to the nature of the project requiring night work, overtime and weekends, no Fee Estimate is attached. Once the contractor submits an approved schedule an estimate can be put together for this project. The City will only be billed for the hours spent on the project, with no minimum threshold required.

The rates shown above may be negotiable for long-term, multi-classification contracts and/or assignments that utilize full-time staff exclusively at the Client's offices or project site.

Overtime is billed at 1.5X for all hours worked in excess of eight hours up to and including 12 hours in any workday, and for the first eight hours worked on the sixth consecutive day of work in a workweek. Overtime is billed at 2X for all hours worked in excess of 12 hours in any workday, for all hours in excess of eight hours on the sixth consecutive day and for all hours worked on the seventh consecutive day of work in a workweek.

Expenses

All items necessary to perform the work including inspection documents, tools, equipment, vehicle usage, cell phone, mileage and incidentals are included in the hourly rate. The hourly rate also reflects the existing prevailing wages rates. No additional compensation shall be requested.

Rates are subject to change annually.

January 1, 2012

ACKNOWLEDGMENT OF ADDENDA RECEIVED – B2011-09

The Bidder shall acknowledge the receipt of addenda by placing an "X" by each addendum received.

Addendum No. 1

Addendum No. 2

Addendum No. 3

Addendum No. 4

Addendum No. 5

Addendum No. 6

Addendum No. 7

Addendum No. 8

If an addendum or addenda have been issued by the City and not noted above as being received by the Bidder, the Bid Proposal may be rejected.



Bidder's Signature

CBM Consulting

3/1/11
Date

BIDDER'S CERTIFICATION

I acknowledge receipt of the foregoing Addendum No. 1 and accept all conditions contained therein.

CBM Connelly
Bidder

C. Stehman
By

3/4/11
Date

**** Submit this executed form with the bid ****

Please fill out and submit the
"Acknowledgment of Addenda Received" form
provided in Section C of the Specifications.

BIDDER'S CERTIFICATION

I acknowledge receipt of the foregoing Addendum No. 2 and accept all conditions contained therein.

CBM Consulting
Bidder

C. Stepha
By

3/1/11
Date

**** Submit this executed form with the bid ****

Please fill out and submit the
"Acknowledgment of Addenda Received" form
provided in Section C of the Specifications.

Jonathan Stephan

From: Chuck Stephan
Sent: Thursday, February 17, 2011 12:06 PM
To: Jonathan Stephan
Subject: FW: UPDATED: Torrance Blvd Rehab, Inspection RFP

From: Sablan, Lauren [mailto:LSablan@TorranceCA.gov]
Sent: Thursday, February 17, 2011 11:36 AM
To: Reis, Lea
Cc: Overstreet, Elizabeth
Subject: UPDATED: Torrance Blvd Rehab, Inspection RFP

Fellow Colleagues,

Please review the revisions in RED to the email below and the attached file for Addendum #01 regarding the subject project. The Addendum also will be posted on the project website at <http://www.torranceca.gov/22122.htm>.

NOTE: This project does not utilize Federal Funds.

Sincerely,

Lauren Sablan

Public Works Department | Engineering Division
 City of Torrance | 20500 Madrona Avenue | Torrance, CA 90503
 Phone (310) 618-6259 | Fax (310)781-6902
lsablan@TorranceCA.gov | www.TorranceCA.gov

From: Reis, Lea
Sent: Thursday, February 10, 2011 10:05 AM
To: Reis, Lea
Cc: Overstreet, Elizabeth; Sablan, Lauren
Subject: Torrance Blvd Rehab, Inspection RFP

MAR - 1 2011

Fellow Colleagues,

The City of Torrance is soliciting a Request for Proposal from a pre-selected small group of qualified firms to provide construction inspection services for the subject project. Your firm was selected and is invited to submit its RFP.

The subject project will include grind and overlay, reconstruction, and slurry along Torrance Blvd. The work area is located between Sartori Avenue and Western Avenue, on Torrance Blvd. Plans, Specifications and other information are available for viewing/printing on the City's website at <http://www.torranceca.gov/22122.htm>

The estimated construction cost is \$805,000 ~~\$605,000~~. The construction duration is approximately 90 ~~30~~ working days, the majority of which will require full-time inspection for one

3/1/2011

inspector and part-time for a second inspector as the majority of the construction is required to be completed by June 30, 2011. It is anticipated the construction contract will be awarded early April, 2011 and construction will begin in May 2010.

Your RFP should include:

1. Resumes of qualified inspectors with a background in street construction.
2. Each resume of a proposed Inspector should list the relevant completed project(s).
3. A Fee Schedule or a listing of proposed normal hourly, overtime, Saturday and Sunday hourly rates for the proposed personnel. The hourly rate shall reflect Prevailing Wages and include all items necessary to perform the work. This includes, but is not limited to, inspection documents, tools and equipment, a vehicle, a cell phone and telecommunication charges, mileage and other incidentals. No additional compensation shall be allowed. A list of desired Inspector's Tasks and Duties is attached.
4. A sample of the City's Consulting Services Agreement is attached for your review. Your RFP should indicate any objection to the pro-forma language.

RFPs ARE DUE NO LATER THAN 10:00 A.M. ON MONDAY-THURSDAY, March 3, 2011. Please email a pdf version of your RFP to this email address. No paper copies will be accepted.

For further information, please contact Lauren Sablan, Associate Engineer at (310)-618-6259, or Beth Overstreet, Engineering Manager at (310) 618-3074.

Sincerely,

Lea Reis

Assistant Engineer

Public Works

City of Torrance | 20500 Marina Ave | Torrance CA 90503 | 310.618-3055 voice | Lreis@TorranceCA.Gov | www.TorranceCA.Gov

EXHIBIT B
COMPENSATION SCHEDULE

Type Information

		Inspection CBM Consulting	
Senior Construction Inspector	Per Hour	\$	85.00
	Hours		720
	Overtime		66
	Total	\$	69,615.00
Administration			
Senior Project Manager	Per Hour	\$	130.00
	Hours		80
	Total	\$	10,400.00
Total		\$	80,015.00