

cc update



Quad Knopf

December 6, 2011

Jeff Britz, City Manager
City of Lemoore
119 Fox Street
Lemoore, CA 93245

Re: Billing for Services, Contract City Engineering

Dear Jeff:

Under the terms of Quad Knopf's contract with the City, the rates for billing contract city engineering services are to be reviewed annually, on or about January 1 of each calendar year, and to be adjusted upon mutual consent.

As you are aware, we have purposely not increased our fees since 2008, even though we had a rate increase in 2009. However, increasing professional expenses have forced us to implement a small increase this year. Our professional fees are being adjusted by approximately 5% over our 2009 rates effective January 1, 2012. A copy of the new 2012 Charge Rate Schedule is attached.

We will continue to apply a 10% discount of our standard billing rates for labor charges on all City-funded time-and-materials projects when invoicing the City for our professional services. These discounted rates are not routinely offered to our other clients. We can, however, justify offering the discount to you, because we do not have to expend business development costs in order to obtain the work that you assign to us as adjunct City "staff."

We will continue our practice of having the least impact on the City's General Fund by utilizing alternative and enterprise funds as much as possible. Your City staff is excellent, and their knowledge and hard work make it possible to keep our time and billings at the lowest level possible, consistent with the provision of those engineering services which are in the City's best interest. Our long-term service to you, and our relationships with the dedicated citizens who serve as your City Council, enable us to minimize our engineering costs.

If this fee adjustment is satisfactory for your purposes, please sign a copy of this letter as confirmation. We enjoy working with you, and look forward to continuing our long-term relationship.

Sincerely,

Harry A. Tow, P.E., AICP
City Engineer

Clifford L. Ronk
Visalia Branch Manager

Enclosure: 2012 Professional Fee Schedule

HAT:jlb



2012 Charge Rate Schedule

Office:

Technical Services

Project Assistant

\$66 hour

Project Administrator

\$88 hour

Assistant CADD Technician/Designer

\$83 hour

Associate CADD Technician/Designer

\$97 hour

Senior Associate CADD Technician/Designer

\$112 hour

Senior CADD Technician/Designer

\$127 hour

Professional Services

Engineering/Survey

Assistant Engineer/Surveyor

\$110 hour

Associate Engineer/Surveyor

\$133 hour

Senior Associate Engineer/Surveyor

\$156 hour

Senior Traffic Designer

\$156 hour

Senior Engineer/Surveyor

\$180 hour

Principal Engineer

\$199 hour

Planning/Environmental/Entitlement/Landscape Architecture

Assistant Planner/Environmental Scientist

\$77 hour

Associate Planner/Environmental Scientist

\$97 hour

Senior Associate Planner/Environmental Scientist

\$121 hour

Senior Planner/Environmental Scientist/Entitlement Specialist/Landscape Architect

\$142 hour

Principal Planner/Environmental Scientist/Entitlement Specialist

\$157 hour

Senior Principal Planner/Environmental Scientist

\$187 hour

Field:

Construction Management

Assistant Construction Manager

\$110 hour

Associate Construction Manager

\$129 hour

Senior Associate Construction Manager

\$148 hour

Senior Construction Manager

\$165 hour

Inspector

\$99 hour

Associate Inspector

\$118 hour

Senior Inspector

\$138 hour

Surveying

One-Person Survey Crew

\$121 hour

Two-Person Survey Crew

\$198 hour

Three-Person Survey Crew

\$240 hour

Fees are based on the median hourly pay rate for employees in each classification, plus indirect costs, overhead, and profit.

Expenses:

Plotting, In-house Printing and Reproduction, Equipment Rentals, Laboratory Analyses	1.15 x Cost
Transportation and per diem	1.15 x Cost
Mileage	\$0.63/mile
Off-road vehicles	\$50.00/day
Communication expenses (telephone, parcel post, etc.)	1.15 x Cost
Other Expenses - Including Subconsultants & Purchased Services through Subcontracts	1.15 x Cost

Rates are effective through December 31, 2012. If contract assignment extends beyond that date, a new rate schedule may be added to the contract. Litigation support will be billed at \$300 per hour. Rates based on "Prevailing Wage" (PW) for Construction Inspection and Surveying will be determined by project and County per California law.