

PROFESSIONAL SERVICES CONTRACT BETWEEN  
THE CITY OF HUNTINGTON BEACH AND  
EEC ENVIRONMENTAL  
FOR  
ON-CALL CIVIL ENGINEERING  
& PROFESSIONAL CONSULTING SERVICES

THIS AGREEMENT ("Agreement") is made and entered into by and between the City of Huntington Beach, a municipal corporation of the State of California, hereinafter referred to as "CITY," and EEC ENVIRONMENTAL, a California Corporation hereinafter referred to as "CONSULTANT."

WHEREAS, CITY desires to engage the services of a consultant to provide On-Call Civil Engineering & Professional Consulting Services; and

Pursuant to documentation on file in the office of the City Clerk, the provisions of the Huntington Beach Municipal Code, Chapter 3.03, relating to procurement of professional service contracts have been complied with; and

CONSULTANT has been selected to perform these services,

NOW, THEREFORE, it is agreed by CITY and CONSULTANT as follows:

1. SCOPE OF SERVICES

CONSULTANT shall provide all services as described in **Exhibit "A,"** which is attached hereto and incorporated into this Agreement by this reference. These services shall sometimes hereinafter be referred to as the "PROJECT."

CONSULTANT hereby designates John Shaffer who shall represent it and be its sole contact and agent in all consultations with CITY during the performance of this Agreement.

2. CITY STAFF ASSISTANCE

CITY shall assign a staff coordinator to work directly with CONSULTANT in the performance of this Agreement.

3. TERM; TIME OF PERFORMANCE

Time is of the essence of this Agreement. The services of CONSULTANT are to commence on \_\_\_\_\_, 20\_\_\_\_ (the "Commencement Date"). This Agreement shall automatically terminate three (3) years from the Commencement Date, unless extended or sooner terminated as provided herein. All tasks specified in **Exhibit "A"** shall be completed no later than three (3) years from the Commencement Date. The time for performance of the tasks identified in **Exhibit "A"** are generally to be shown in **Exhibit "A."** This schedule may be amended to benefit the PROJECT if mutually agreed to in writing by CITY and CONSULTANT.

In the event the Commencement Date precedes the Effective Date, CONSULTANT shall be bound by all terms and conditions as provided herein.

4. COMPENSATION

In consideration of the performance of the services described herein, CITY agrees to pay CONSULTANT on a time and materials basis at the rates specified in **Exhibit "B,"** which is attached hereto and incorporated by reference into this Agreement, a fee, including all costs and expenses, not to exceed Two Million Dollars (\$2,000,000.00).

5. EXTRA WORK

In the event CITY requires additional services not included in **Exhibit "A"** or changes in the scope of services described in **Exhibit "A,"** CONSULTANT will undertake such work only after receiving written authorization from CITY. Additional compensation for such extra work shall be allowed only if the prior written approval of CITY is obtained.

6. METHOD OF PAYMENT

CONSULTANT shall be paid pursuant to the terms of **Exhibit "B."**

7. DISPOSITION OF PLANS, ESTIMATES AND OTHER DOCUMENTS

CONSULTANT agrees that title to all materials prepared hereunder, including, without limitation, all original drawings, designs, reports, both field and office notices, calculations, computer code, language, data or programs, maps, memoranda, letters and other documents, shall belong to CITY, and CONSULTANT shall turn these materials over to CITY upon expiration or termination of this Agreement or upon PROJECT completion, whichever shall occur first. These materials may be used by CITY as it sees fit.

8. HOLD HARMLESS

A. CONSULTANT hereby agrees to protect, defend, indemnify and hold harmless CITY, its officers, elected or appointed officials, employees, agents and volunteers from and against any and all claims, damages, losses, expenses, judgments, demands and defense costs (including, without limitation, costs and fees of litigation of every nature or liability of any kind or nature) arising out of or in connection with CONSULTANT's (or CONSULTANT's subcontractors, if any) negligent (or alleged negligent) performance of this Agreement or its failure to comply with any of its obligations contained in this Agreement by CONSULTANT, its officers, agents or employees except such loss or damage which was caused by the sole negligence or willful misconduct of CITY. CONSULTANT will conduct all defense at its sole cost and expense and CITY shall approve selection of CONSULTANT's counsel. This indemnity shall apply to all claims and liability regardless of whether any insurance policies are applicable. The policy limits do not act as limitation upon the amount of indemnification to be provided by CONSULTANT.

B. To the extent that CONSULTANT performs "Design Professional Services" within the meaning of Civil Code Section 2782.8, then the following Hold Harmless provision applies in place of subsection A above:

“CONSULTANT hereby agrees to protect, defend, indemnify and hold harmless CITY and its officers, elected or appointed officials, employees, agents and volunteers, from and against any and all claims, damages, losses, expenses, demands and defense costs (including, without limitation, costs and fees of litigation of every nature or liability of any kind or nature) to the extent that the claims against CONSULTANT arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of CONSULTANT. In no event shall the cost to defend charged to CONSULTANT exceed CONSULTANT’s proportionate percentage of fault. However, notwithstanding the previous sentence, in the event one or more other defendants to the claims and/or litigation is unable to pay its share of defense costs due to bankruptcy or dissolution of the business, CONSULTANT shall meet and confer with CITY and other defendants regarding unpaid defense costs. The duty to indemnify, including the duty and the cost to defend, is limited as provided in California Civil Code Section 2782.8.

C. Regardless of whether subparagraph A or B applies, CITY shall be reimbursed by CONSULTANT for all costs and attorney’s fees incurred by CITY in enforcing this obligation. This indemnity shall apply to all claims and liability regardless of whether any insurance policies are applicable. The policy limits do not act as a limitation upon the amount of indemnification to be provided by CONSULTANT.

9. PROFESSIONAL LIABILITY INSURANCE

CONSULTANT shall obtain and furnish to CITY a professional liability insurance policy covering the work performed by it hereunder. This policy shall provide coverage for CONSULTANT’s professional liability in an amount not less than One Million Dollars (\$1,000,000.00) per occurrence and in the aggregate. The above-mentioned insurance shall not contain a self-insured retention without the express written consent of CITY; however an insurance

policy "deductible" of Ten Thousand Dollars (\$10,000.00) or less is permitted. A claims-made policy shall be acceptable if the policy further provides that:

- A. The policy retroactive date coincides with or precedes the initiation of the scope of work (including subsequent policies purchased as renewals or replacements).
- B. CONSULTANT shall notify CITY of circumstances or incidents that might give rise to future claims.

CONSULTANT will make every effort to maintain similar insurance during the required extended period of coverage following PROJECT completion. If insurance is terminated for any reason, CONSULTANT agrees to purchase an extended reporting provision of at least two (2) years to report claims arising from work performed in connection with this Agreement.

If CONSULTANT fails or refuses to produce or maintain the insurance required by this section or fails or refuses to furnish the CITY with required proof that insurance has been procured and is in force and paid for, the CITY shall have the right, at the CITY's election, to forthwith terminate this Agreement. Such termination shall not effect Consultant's right to be paid for its time and materials expended prior to notification of termination. CONSULTANT waives the right to receive compensation and agrees to indemnify the CITY for any work performed prior to approval of insurance by the CITY.

#### 10. CERTIFICATE OF INSURANCE

Prior to commencing performance of the work hereunder, CONSULTANT shall furnish to CITY a certificate of insurance subject to approval of the City Attorney evidencing the foregoing insurance coverage as required by this Agreement; the certificate shall:

- A. provide the name and policy number of each carrier and policy;
- B. state that the policy is currently in force; and

- C. shall promise that such policy shall not be suspended, voided or canceled by either party, reduced in coverage or in limits except after thirty (30) days' prior written notice; however, ten (10) days' prior written notice in the event of cancellation for nonpayment of premium.

CONSULTANT shall maintain the foregoing insurance coverage in force until the work under this Agreement is fully completed and accepted by CITY.

The requirement for carrying the foregoing insurance coverage shall not derogate from CONSULTANT's defense, hold harmless and indemnification obligations as set forth in this Agreement. CITY or its representative shall at all times have the right to demand the original or a copy of the policy of insurance. CONSULTANT shall pay, in a prompt and timely manner, the premiums on the insurance hereinabove required.

11. INDEPENDENT CONTRACTOR

CONSULTANT is, and shall be, acting at all times in the performance of this Agreement as an independent contractor herein and not as an employee of CITY. CONSULTANT shall secure at its own cost and expense, and be responsible for any and all payment of all taxes, social security, state disability insurance compensation, unemployment compensation and other payroll deductions for CONSULTANT and its officers, agents and employees and all business licenses, if any, in connection with the PROJECT and/or the services to be performed hereunder.

12. TERMINATION OF AGREEMENT

All work required hereunder shall be performed in a good and workmanlike manner. CITY may terminate CONSULTANT's services hereunder at any time with or without cause, and whether or not the PROJECT is fully complete. Any termination of this Agreement by CITY shall be made in writing, notice of which shall be delivered to CONSULTANT as provided herein. In the

event of termination, all finished and unfinished documents, exhibits, report, and evidence shall, at the option of CITY, become its property and shall be promptly delivered to it by CONSULTANT.

13. ASSIGNMENT AND DELEGATION

This Agreement is a personal service contract and the work hereunder shall not be assigned, delegated or subcontracted by CONSULTANT to any other person or entity without the prior express written consent of CITY. If an assignment, delegation or subcontract is approved, all approved assignees, delegates and subconsultants must satisfy the insurance requirements as set forth in Sections 9 and 10 hereinabove.

14. COPYRIGHTS/PATENTS

CITY shall own all rights to any patent or copyright on any work, item or material produced as a result of this Agreement.

15. CITY EMPLOYEES AND OFFICIALS

CONSULTANT shall employ no CITY official nor any regular CITY employee in the work performed pursuant to this Agreement. No officer or employee of CITY shall have any financial interest in this Agreement in violation of the applicable provisions of the California Government Code.

16. NOTICES

Any notices, certificates, or other communications hereunder shall be given either by personal delivery to CONSULTANT's agent (as designated in Section 1 hereinabove) or to CITY as the situation shall warrant, or by enclosing the same in a sealed envelope, postage prepaid, and depositing the same in the United States Postal Service, to the addresses specified below. CITY and CONSULTANT may designate different addresses to which subsequent notices, certificates or other communications will be sent by notifying the other party via personal delivery, a reputable overnight carrier or U. S. certified mail-return receipt requested:

TO CITY:

City of Huntington Beach  
ATTN: Director of Public Works  
2000 Main Street  
Huntington Beach, CA 92648

TO CONSULTANT:

EEC Environmental  
Attn: John Shaffer  
1 City Blvd. W, Suite 1800  
Orange, CA 92868

17. CONSENT

When CITY's consent/approval is required under this Agreement, its consent/approval for one transaction or event shall not be deemed to be a consent/approval to any subsequent occurrence of the same or any other transaction or event.

18. MODIFICATION

No waiver or modification of any language in this Agreement shall be valid unless in writing and duly executed by both parties.

19. SECTION HEADINGS

The titles, captions, section, paragraph and subject headings, and descriptive phrases at the beginning of the various sections in this Agreement are merely descriptive and are included solely for convenience of reference only and are not representative of matters included or excluded from such provisions, and do not interpret, define, limit or describe, or construe the intent of the parties or affect the construction or interpretation of any provision of this Agreement.

20. INTERPRETATION OF THIS AGREEMENT

The language of all parts of this Agreement shall in all cases be construed as a whole, according to its fair meaning, and not strictly for or against any of the parties. If any provision of this Agreement is held by an arbitrator or court of competent jurisdiction to be unenforceable, void, illegal or invalid, such holding shall not invalidate or affect the remaining covenants and provisions of this Agreement. No covenant or provision shall be deemed dependent upon any other unless so expressly provided here. As used in this Agreement, the masculine or



neuter gender and singular or plural number shall be deemed to include the other whenever the context so indicates or requires. Nothing contained herein shall be construed so as to require the commission of any act contrary to law, and wherever there is any conflict between any provision contained herein and any present or future statute, law, ordinance or regulation contrary to which the parties have no right to contract, then the latter shall prevail, and the provision of this Agreement which is hereby affected shall be curtailed and limited only to the extent necessary to bring it within the requirements of the law.

21. DUPLICATE ORIGINAL

The original of this Agreement and one or more copies hereto have been prepared and signed in counterparts as duplicate originals, each of which so executed shall, irrespective of the date of its execution and delivery, be deemed an original. Each duplicate original shall be deemed an original instrument as against any party who has signed it.

22. IMMIGRATION

CONSULTANT shall be responsible for full compliance with the immigration and naturalization laws of the United States and shall, in particular, comply with the provisions of the United States Code regarding employment verification.

23. LEGAL SERVICES SUBCONTRACTING PROHIBITED

CONSULTANT and CITY agree that CITY is not liable for payment of any subcontractor work involving legal services, and that such legal services are expressly outside the scope of services contemplated hereunder. CONSULTANT understands that pursuant to *Huntington Beach City Charter* Section 309, the City Attorney is the exclusive legal counsel for CITY; and CITY shall not be liable for payment of any legal services expenses incurred by CONSULTANT.

24. ATTORNEY'S FEES

In the event suit is brought by either party to construe, interpret and/or enforce the terms and/or provisions of this Agreement or to secure the performance hereof, each party shall bear its own attorney's fees, such that the prevailing party shall not be entitled to recover its attorney's fees from the nonprevailing party.

25. SURVIVAL

Terms and conditions of this Agreement, which by their sense and context survive the expiration or termination of this Agreement, shall so survive.

26. GOVERNING LAW

This Agreement shall be governed and construed in accordance with the laws of the State of California.

27. SIGNATORIES

Each undersigned represents and warrants that its signature hereinbelow has the power, authority and right to bind their respective parties to each of the terms of this Agreement, and shall indemnify CITY fully for any injuries or damages to CITY in the event that such authority or power is not, in fact, held by the signatory or is withdrawn.

28. ENTIRETY

The parties acknowledge and agree that they are entering into this Agreement freely and voluntarily following extensive arm's length negotiation, and that each has had the opportunity to consult with legal counsel prior to executing this Agreement. The parties also acknowledge and agree that no representations, inducements, promises, agreements or warranties, oral or otherwise, have been made by that party or anyone acting on that party's behalf, which are not embodied in this Agreement, and that that party has not executed this Agreement in reliance on any representation, inducement, promise, agreement, warranty, fact or circumstance not expressly set forth in this

Agreement. This Agreement, and the attached exhibits, contain the entire agreement between the parties respecting the subject matter of this Agreement, and supersede all prior understandings and agreements whether oral or in writing between the parties respecting the subject matter hereof.

29. EFFECTIVE DATE


This Agreement shall be effective on the date of its approval by the City Council.

This Agreement shall expire when terminated as provided herein.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by and through their authorized officers.

CONSULTANT,  
EEC ENVIRONMENTAL

CITY OF HUNTINGTON BEACH, a  
municipal corporation of the State of  
California

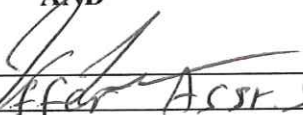
By:   
David Bernier  
print name

ITS: (circle one) Chairman/President/ Vice President

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

AND

By:   
John Shuffar Asst. Secretary  
print name

ITS: (circle one) Secretary/Chief Financial Officer/ Asst.  
Secretary Treasurer

INITIATED AND APPROVED:

\_\_\_\_\_  
Director of Public Works

REVIEWED AND APPROVED:

\_\_\_\_\_  
City Manager

APPROVED AS TO FORM:

  
City Attorney fel

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CONSULTANT,  
EEC ENVIRONMENTAL

CITY OF HUNTINGTON BEACH, a  
municipal corporation of the State of  
California

By: \_\_\_\_\_

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
print name

**ITS:** (circle one) Chairman/President/Vice President

\_\_\_\_\_  
City Clerk

**AND**

INITIATED AND APPROVED:

By: \_\_\_\_\_

  
\_\_\_\_\_  
Director of Public Works

\_\_\_\_\_  
print name

**ITS:** (circle one) Secretary/Chief Financial Officer/Asst.  
Secretary - Treasurer

REVIEWED AND APPROVED:

\_\_\_\_\_  
City Manager

APPROVED AS TO FORM:

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

## **EXHIBIT "A"**

A. STATEMENT OF WORK: (Narrative of work to be performed)

Provide On-Call Civil Engineering and Professional Consulting Services. If Consultant chooses to assign different personnel to the project, Consultant must submit names and qualifications of these staff to City for approval before commencing work.

B. CONSULTANT'S DUTIES AND RESPONSIBILITIES:

See Attached Exhibit A

C. CITY'S DUTIES AND RESPONSIBILITIES:

1. Furnish Scope of Work and provide a request for proposal for each project.
2. City shall issue a task order for each project based upon scope of services, work schedule, and fee proposal submitted.

D. WORK PROGRAM/PROJECT SCHEDULE:

A project schedule will be developed for each project assigned by the City.

EXHIBIT A

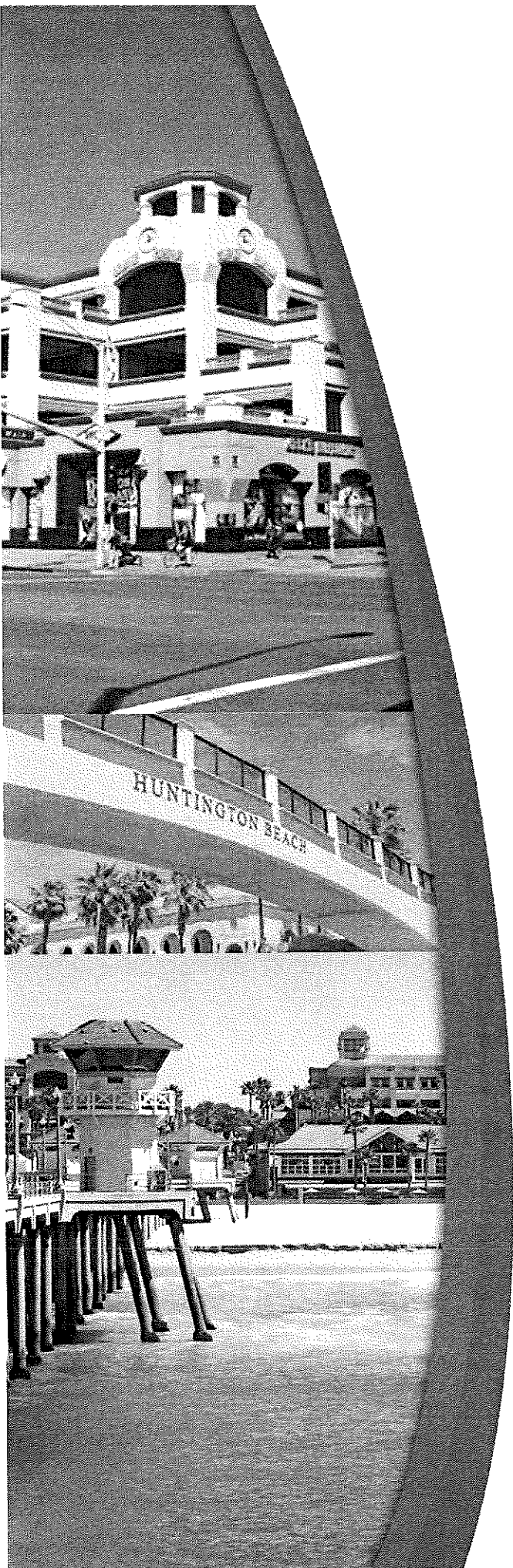


**Proposal For:  
On - Call  
Civil Engineering  
Professional  
Consulting Services**

**Prepared For:  
City of Huntington Beach  
Public Works Department**



**March 13, 2025**



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# A Vendor Application Form and Cover Letter

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Mr. Cody Hernandez  
City of Huntington Beach 2000 Main Street  
Huntington Beach, CA 92648

Dear Mr. Hernandez,

Consistency, responsiveness, and experience have been the foundation of EEC Environmental's approach to civil engineering and consulting services in Southern California for thirty years. These qualities have resulted in EEC being a trusted partner for the City of Huntington Beach (City) and many other cities throughout Orange County and Southern California. EEC is pleased to present our Proposal for the City of Huntington Beach On-Call for Professional Civil Engineering Consulting Services. EEC has an established history working with the City through its NPDES efforts, Fats, Oils, Grease (FOG Program), methane and oil well abandonment, and stormwater commercial/industrial MS4 compliance inspections. Our team is looking to expand our services with the City beyond our current On-call Engineering Professional Consulting Services and provide the same level of Civil Engineering services.

EEC is proposing on the Water/Sewer Storm Water Engineering, General Civil Engineering, and Environmental/Water Quality Services areas with the RFP. We understand that having a qualified team of consultants will allow us to successfully serve the City under this contract, and have added Calvada (Surveying), C-Below (Subsurface Exploration), and Krazan and Associates (Geotech) to our bench, and believe strongly this team will deliver for the City.

We understand that the City has and will continue to undergo sewer upgrades and replacements to existing and new facilities, as well as aging and undersized trunk lines. In addition, we understand the City is actively engaged in complying with ever evolving NPDES/MS4 regulations where our team will be able to provide invaluable expertise. EEC understands that the City has ambitious storm drain goals, not only stipulated within its Storm Drain Master Plans, but with its trash amendment compliance efforts. In addition to underground utility improvements, the City is also engaged in street improvement and other capital improvement programs. While our team members have completed dozens of street improvement plans over the years, they typically have been associated with private development projects (street widening, turn lanes, etc.), EEC's team and experience is best suited to assist the City with miscellaneous projects and off-site improvement projects. Our expertise is in the areas of land development, planning level design, pump station design, PFAS treatment system design, grading plans for parking lots and building expansions, ADA updates, parks, improvement plan review, and other non-street improvement projects. Our support of the Huntington Beach Navigation Center is a perfect example of our relationship. EEC was involved in every step of this important project including site selection, environmental sampling and analysis, risk

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evaluation, engineering, regulatory negotiation, and most importantly, community outreach. The EEC project team has worked tirelessly with Oliver Chi and his team to move the project to completion based on solid technical facts, pragmatic solutions, creativity, and a willingness to do whatever was needed, whenever it was needed.

This point brings us to responsiveness. Since EEC was founded more than 30 years ago, we knew we needed to set ourselves apart from the many environmental and engineering options in Southern California. We have always been extremely strong technically, but we understood that as important as knowing what to do, is being available to do it. EEC prides itself on always saying “yes”. EEC has consistently proven we are that partner that will be there.

The EEC professionals discussed throughout this Proposal have a wide variety of specialization and qualifications that are applicable to the services requested in the RFP, “Request for Proposal for On-Call Civil Engineering Professional Consulting Services,” date February 4, 2025. Our proposed Project Manager is Joe Jenkins. Joe has been working directly with the City for years and has been a key member of the EEC team for over a decade. Joe works out of our headquarters in Orange, California, just a short drive to the Huntington Beach City Hall. This project will be solely managed out of this location and EEC will be the single point of contact and will work seamlessly with City staff. The Alternate Project Manager will be Will Shaffer, who also sits in our Orange, California office and is available to support the on-call in any capacity.

Mr. Joseph Jenkins, QISP  
Project Manager  
EEC Environmental  
1 City Boulevard West, Suite 1800  
Orange, California 92868  
(714) 667-2300  
[jjenkins@eecenvironmental.com](mailto:jjenkins@eecenvironmental.com)

Mr. Will Shaffer, PE, QSD, QISP  
Alternate Project Manager  
EEC Environmental  
1 City Boulevard West, Suite 1800  
Orange, California 92868  
(714) 667-2300  
[wshaffer@eecenvironmental.com](mailto:wshaffer@eecenvironmental.com)

EEC greatly appreciates the opportunity to submit the Proposal and looks forward to your response. This Proposal will remain valid for a period of not less than 180 calendar days from the date of submittal. EEC has reviewed the City’s Sample Agreement and Insurance Requirements. EEC takes no exceptions to the Sample Agreement, and is able to comply with the Insurance Requirements.

Sincerely,  
EEC Environmental



David Bernier, PG  
Vice President and Principal-In-Charge



**REQUEST FOR PROPOSAL**  
**VENDOR APPLICATION FORM**

TYPE OF APPLICANT: ☐ NEW ☒ CURRENT VENDOR

Legal Contractual Name of Corporation: EEC Environmental

Contact Person for Agreement: John Shaffer

Corporate Mailing Address: 1 City Blvd. W. STE 1800

City, State and Zip Code: Orange, CA. 92868

E-Mail Address: jshaffer@eecenvironmental.com

Phone: 714-667-2300 Fax: 714-667-2310

Contact Person for Proposals: John Shaffer

Title: CEO E-Mail Address: jshaffer@eecenvironmental.com

Business Telephone: 714-667-2300 Business Fax: 714-667-2310

Is your business: (check one)

☐ NON PROFIT CORPORATION ☒ FOR PROFIT CORPORATION

Is your business: (check one)

☒ CORPORATION ☐ LIMITED LIABILITY PARTNERSHIP  
☐ INDIVIDUAL ☐ SOLE PROPRIETORSHIP  
☐ PARTNERSHIP ☐ UNINCORPORATED ASSOCIATION

Names & Titles of Corporate Board Members

(Also list Names & Titles of persons with written authorization/resolution to sign contracts)

Names	Title	Phone
John Shaffer	CEO	714-667-2300
Jim Kolk	Principal Engineer	714-667-2506
Mark Zeko	President	714-667-2303
David Bernier	Vice President	714-667-2498

Federal Tax Identification Number: 33-0665828

City of Huntington Beach Business License Number: A292177  
(If none, you must obtain a Huntington Beach Business License upon award of contract.)

City of Huntington Beach Business License Expiration Date: 2/28/2025 (renewal pending)

## Disciplines of Civil Engineering Services Application Form

\*Circle all that apply\*

Civil Engineering Service Area	Bidding? Y/N (circle)
<ul style="list-style-type: none"> <li>Water/Sewer/Storm Water Engineering</li> </ul>	<input checked="" type="radio"/> Yes / No
<ul style="list-style-type: none"> <li>General Civil Engineering</li> </ul>	<input checked="" type="radio"/> Yes / No
<ul style="list-style-type: none"> <li>Ocean Engineering</li> </ul>	Yes / <input checked="" type="radio"/> No
<ul style="list-style-type: none"> <li>Environmental/Water Quality</li> </ul>	<input checked="" type="radio"/> Yes / No

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Appendix A – Resumes

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## **B** Background and Project Summary Section



EEC has successfully completed 20+ projects alongside the City of Huntington Beach over the last decade. We are excited to build off our recent success and continue to grow our relationship further. Through our existing engagements with the City, we have developed a comprehensive understanding of the City's needs and processes. EEC has conducted a wide variety of technical services including Food Service Establishment (FSE) Fats, Oils and Grease (FOG) inspections, industrial stormwater compliance inspections, Phase I & II Environmental Site Assessment, construction oversight, and methane site reviews in support of the Huntington Beach Fire Department, and stormwater inventory and condition assessments. This diverse array of projects has allowed us to meet multiple City team members and truly understand the most effective way to support Huntington Beach. EEC is poised and ready to deliver on three of the four requested Civil Engineering Service Areas in the RFP; Water/Sewer/Storm Water Engineering, General Civil Engineering, and Environmental/Water Quality.

**The Water/Sewer/Storm Water Engineering Service Area** requests experienced engineers to be able to perform technical services on a short notice basis. For linear projects it will be necessary to be able to develop Plans, Specifications, and Estimates (PS&E) that are constructible, on-budget, permitted quickly, and reduce contractor RFI's and potential cost overruns. Success requires adept knowledge of the due diligence process and being able to perform field investigation services in parallel with desktop and in person research. Accurate information for existing conditions is the foundation for quality design. The EEC team has bene assemble to provide just that, from collecting surface information through surveying, to painting a clear picture of the underground landscape through potholing, borings, and other reconnaissance. We provide the City with a clear understanding of the existing condition prior to moving forward with a project. In addition to providing due diligence services, the City is looking for selected consultants to be proactive in coordinating project meetings and advancing projects through various milestones and workshops, assuring City staff that budgets, funding, and timing are all aligned for successful delivery and construction. While the consultant will be working under the City of Huntington Beach, projects often, and most likely will require engagement with agencies outside the City. These may include OCSAN, OC Public Works and Flood Control, Caltrans, and the Army Corps of Engineers.

**The General Civil Engineering Service Area** requires an experienced Civil Engineering Firm to help drive Capital Improvement Projects. Typically, these projects involve surface improvements within the public right of way, including roadway rehabilitation, sidewalk replacement, curbs and gutters, as well as municipal parking lots and other site improvements. EEC is consistently designs projects with both the City Standards and Specifications

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as well as the Greenbook Standard plans and Specs for Public Works Construction. These types of projects may trigger construction and post construction stormwater compliance. EEC specializes in providing stormwater guidance at both the construction phase (SWPPP) and post construction phase (WQMP) of projects. We work with the municipality and contractor to ensure linear projects meet the requirements of the current stormwater regulations. For post construction EEC prefers to standardize BMP solutions with City maintenance staff to reduce variety across the BMP portfolio and increase operations and maintenance efficiencies and cost.

**The Environmental / Water Quality Service Area** requires an ongoing expertise on the current and pending / upcoming water quality regulations from the State Water Resources Control Board, as well as the USEPA. With the adoption of TMDL's, pollutant limits, and emerging pollutants of concern and lifetime chemicals, this task will rely on firms that have a broad-spectrum team. EEC excels when we can utilize our boots on the ground field teams to gather pertinent field work data, perform Phase 1 and Phase 2 site assessments as needed, and well as leverage our in-house environmental and geology professionals to uncover any potential impacts to a project. In addition to understanding past technical work, this task will require the development of new studies and reports to establish project scopes and budgets. Funding ultimately is one of the largest drivers for projects. EEC has a history of successfully helping municipal clients in Orange County identify, apply, win, and manage grant funding and grant programs.

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# C Methodology Section

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## Implementation Plan

In this section, EEC describes the proposed program and project implementation plan for the on-call civil engineering professional consulting services contract (RFP Categories A, B, and D). The implementation plan will be specific to the overall contract and individual task orders within the contract.

Upon receipt of the intent to award the contract to EEC from the City, EEC will propose a meeting with the appropriate City technical and procurement personnel to:

- Renew our mutually agreeable professional services agreement;
- Discuss City of Huntington Beach program expectations for proposals, project procurement, program progress tracking and reporting, project execution, reporting, communication, invoicing, etc.; and
- Discuss development of internal and external stakeholder engagement and communication plans.

**Program Progress Tracking and Reporting** – EEC proposes to develop a progress tracking tool for the program's projects and project tasks. The tool will identify the proposed, active, and completed projects and their associated status, schedules, staffing, budgets, etc. EEC will develop the format of this progress report with the City. Progress reports are typically prepared using a Microsoft Excel spreadsheet and can be provided in varying levels of detail at the request of the City. Options to prepare progress reports in alternate formats are available including integration with software programs such as Smartsheet or Procore.

**Stakeholder Engagement** - Based on our previous experiences with the City, the EEC Team understands that many of the City's projects involve coordination amongst internal city staff and departments and/or external stakeholders. The Huntington Beach Navigation Center is an excellent example of the type of external stakeholder coordination that is necessary on City projects and showcases EEC's ability to navigate this level of engagement.

External stakeholders may include developers, businesses, residents, or regulatory entities such as Caltrans, Orange County Transportation Authority (OCTA), Orange County Sanitation District (OC San), Orange County Water District (OCWD) the Department of Toxic Substance Control (DTSC), Regional Water Quality Control Board (RWQCB), the Orange County Health Care Agency (OCHCA) and/or other county agencies. On multiple public and private sector projects, the EEC Team has experience at coordinating negotiations and discussions

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between external stakeholders and the client. For example, EEC has been working hand-in-hand with the City of Santa Ana and OCWD to design and build multiple PFAS treatment systems for the City of Santa Ana.

All relevant input, views, and communications from internal and external stakeholders are properly documented as necessary. We are also experienced in providing presentations or briefings to internal City stakeholders on technical or regulatory topics related to engineering or environmental projects to support the City's decision-making process, as well as providing support to or representing our clients at public hearings. The EEC Team is tuned into changes in regulatory requirements or emergent issues related to water quality, hazardous materials, related environmental matters, or Code changes (e.g., ADA or EV Charging). We evaluate how these changes or emergent issues may affect clients, including the City, so that proactive strategies can be developed.

## **Client Satisfaction**

**Quality Assurance** - A quality assurance (QA) program will be implemented with quality control (QC) processes at every step of the project. This process includes periodic reviews at predetermined stages during the planning and execution phases. Joseph Jenkins, Project Manager, will ensure that all the required elements are effectively incorporated into the project and that routine verification is performed. All reports and presentations will be reviewed internally for content and format. Additionally, EEC has developed a formal QA program to ensure timely and efficient delivery of the tasks involved in a project.

As part of the QA program, EEC will develop and implement a quality control plan (QCP). The QCP establishes the requirements of the project and includes technical areas of responsibility for each staff member. In addition, the procedures that will be employed to assess compliance with appropriate laws, regulations, policies, and technical review protocols will be identified. All work will be accomplished with adequate internal controls and review procedures to eliminate conflicts, errors, and omissions to ensure the technical accuracy of the work for the project. The QCP will include activities appropriate for managing the quality of the project based on the anticipated planning and complexity of the project features.

**Communication** - Formal and informal meetings and frequent information transfer to the client are important elements of project control, quality, and success. An integral part of the EEC project management approach is frequent and timely client interaction. The project manager will meet regularly with the City to discuss project needs, plan work, review activities and progress, accept deliverables, and interact with other project participants.

**Financial Responsibility** - We recognize that cost savings and cost control are important issues for the City. We strive to provide all our clients with cost effective strategies that begin in the planning stages of the project. During

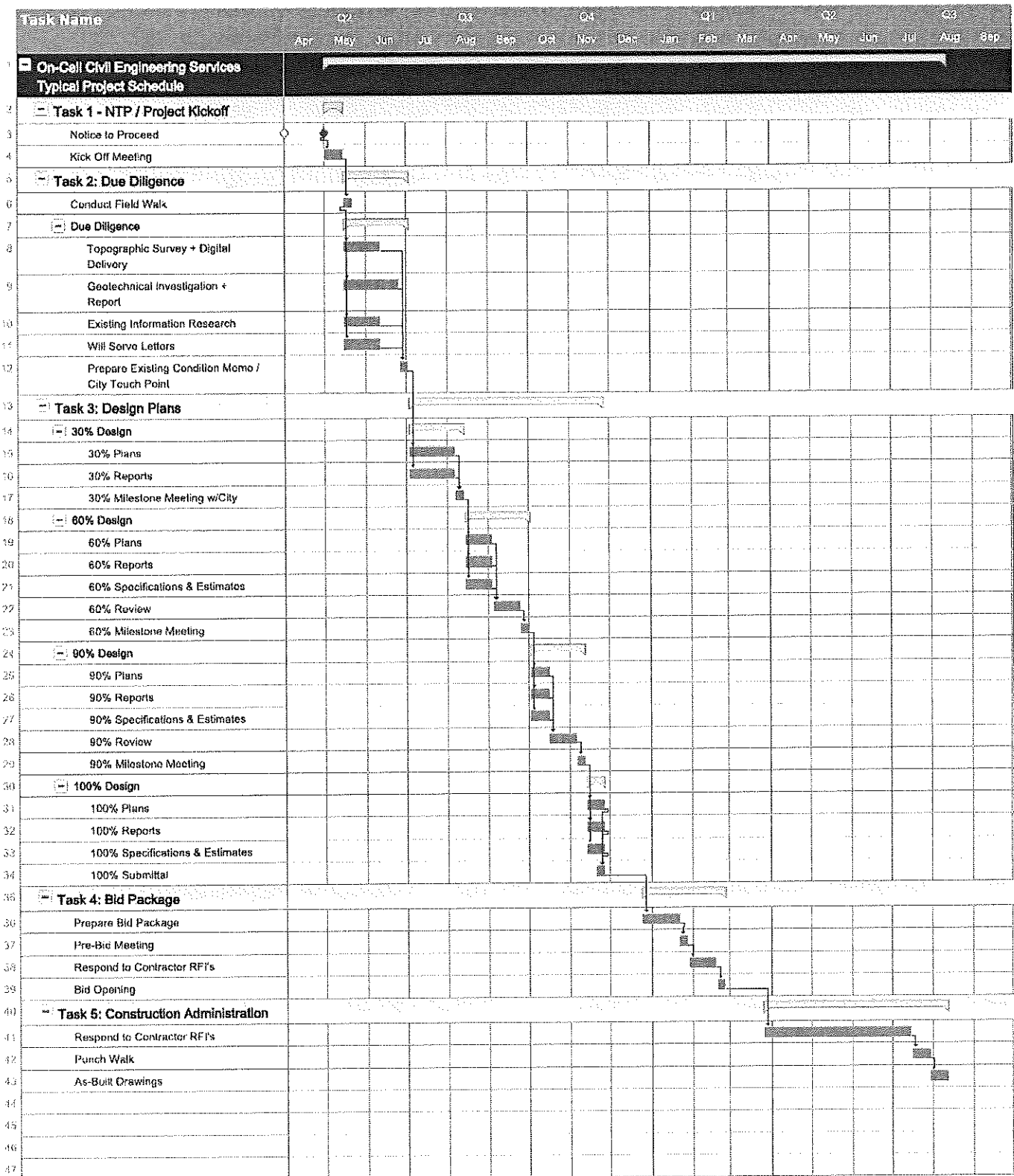


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the initiation phase, we will discuss with the City their expectations with regard to budget and deliverables to develop a project strategy that meets or exceeds the budget expectation. In our experience, up front planning, building on similar project experience, and staff dedication to working efficiently are the most important ingredients to overall cost control on projects. We assign budgets and schedules for each component task and use Deltek Vision® to track direct project costs, indirect costs, labor, and subcontractors by project, task, and subtask. Standardized weekly reports are typically issued and reviewed by the project manager.

## **Project Schedule**

Based upon EEC's previous experience with the City, and our understanding of the typical scope of work for civil engineering task orders under this On-Call contract, a sample project schedule is provided below:



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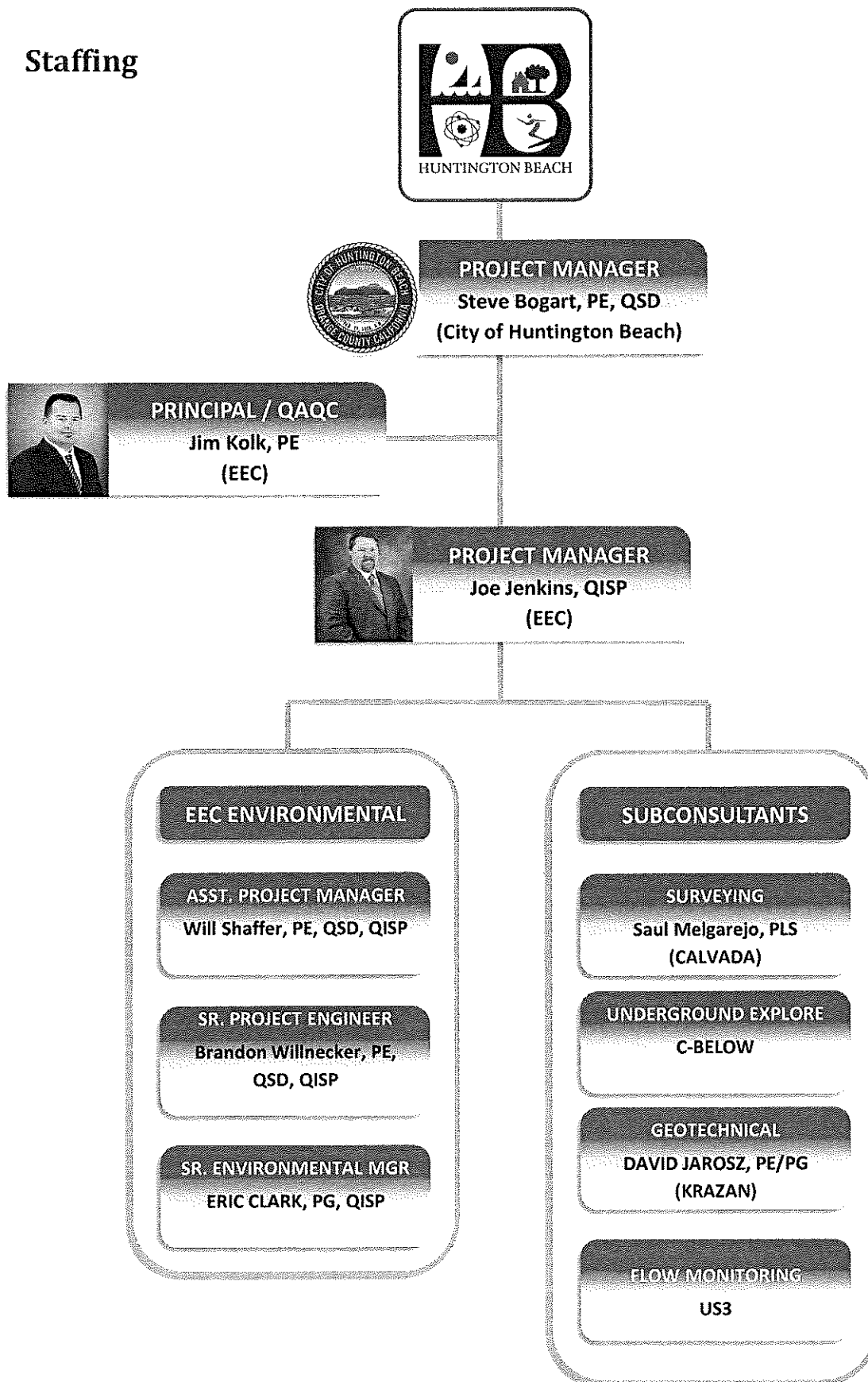
## **Task Descriptions and City Staff Needs**

The EEC Team fully understands each of the tasks established in the Scope of Work. For Water/Sewer/Storm Water Engineering projects and Civil Engineering projects, EEC will require City staff to provide existing records such as as-builts drawings, previous Preliminary Design Reports (PDRs), etc. for review. EEC will request City staff assistance in selecting preferred pipe routing/corridors based on alternatives provided by EEC, and City staff participation in external stakeholder meetings, as project needs dictate.

For the FOG and NPDES compliance inspections, EEC will require City staff to assist in prioritizing facilities for inspection, providing copies of inspection forms. Historically the City has conducted any follow-up inspections; however, EEC is capable of conducting these follow-up inspections as well.

For additional tasks, the EEC Team will coordinate with the City staff personnel responsible for managing individual tasks. Prior to the start of each task, a kick-off meeting will be conducted to ensure that all personnel involved in the project have a full understanding of the project need and required deliverables.

# D Staffing



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# E Qualifications

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## **EEC | City of Anaheim | On-call Engineering Services | 2007 - Ongoing**

*Team: Jim Kolk (Program Manager), Will Shaffer (Process Engineer), Brandon Willnecker (Civil Engineer), Joe Jenkins (Environmental Compliance)*

*Project Contact: Keith Linker, PE; Principal Civil Engineer (714) 765-4141*

EEC provides as-needed environmental engineering services across multiple scopes of work. EEC's staff have provided design and consulting services in the following areas:

- Sewer capacity analysis and sewer design manual development
- Lenain pump station retrofit – Civil Engineering, grading, NPDES compliance
- Alley sewer upsizing combined with water quality improvements
- City trash amendment compliance – BioChar treatment and catch basin screening
- Modjeska Park regional stormwater capture – Post construction grant compliance, digital monitoring program, O&M optimization
- Citywide stormwater fee generation planning
- Regional Stormwater Capture project feasibility planning
- Richfield and La Palma stormwater capture and infiltration flood relief project
- State College storm drain project – repurpose abandoned sewer line for groundwater recharge and reduce inflow to county drainage facilities
- District 27 drainage analysis
- Prop 1 and Metropolitan Water District grant funding application support
- Comprehensive citywide stormwater pump station evaluation



## **EEC | Costa Mesa Sanitation District | WDR Compliance: FOG Program Management Services | 2002-present**

*Team: Jim Kolk (Program Manager); Joe Jenkins (Project Manager); Will Shaffer (Project Engineer)*

*Project Contact: Scott Carroll; General Manager; (949) 645-8400*

EEC has provided WDR and FOG Program support services to the District since 2002, including WDR and SSMP support, FOG program management and inspections, GIS support, CMMS support, and modeling services. Specific services have included FSE inspections, development of the City's FOG program manual, and guidance on analysis of FSE contributions to sewer line hotspots and SSOs. During SSO events, EEC provides support for follow-up source investigations and inspections, corrective action tracking, and GIS development to aid in analysis of FSE and SSO relationships. EEC also assists the District with FSE plan review and variance/waiver requests, including site inspections, to verify site limitations or identify alternatives to preclude the need for a variance. In 2013, EEC audited the City's internal SSMP.



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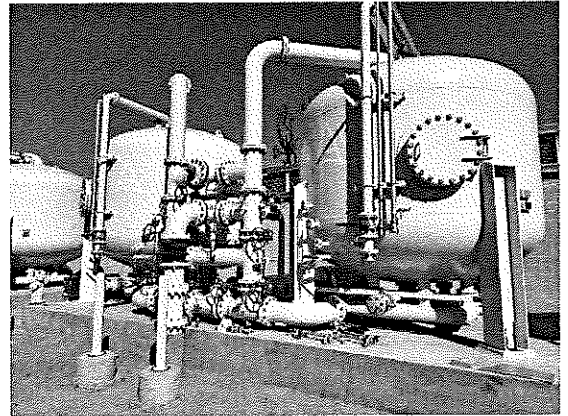
## **EEC | City of Santa Ana | On-Call PFAS Treatment Design and Owner's PFAS Representative | 2020 - Ongoing**

*Team: Jim Kolk (Project Manager), Will Shaffer (Process Engineer), Brandon Willnecker (Civil Engineer)*

*Project Contact: Cesar Barrera, PE; Deputy Public Works Director / (714) 647-3387*

EEC is providing ongoing consulting services to Santa Ana as it works with the Orange County Water District (OCWD) and their consultants to design and install wellhead PFAS treatment for the City's impacted wells. EEC is providing comprehensive technical and regulatory assistance to the City addressing a variety of topics including:

- Treatment system design peer review (Wells 27, 28, 31, 38, and 40).
- Treatment system construction oversight services and owner's inspections.
- Treatment system commissioning and startup planning and support.
- Comparison of Granular Activated Carbon (GAC) vs. Ion Exchange (IX) as viable treatment alternatives at each potentially impacted well site.
- Evaluating capital costs vs. on-going O&M costs.
- Evaluating rapid small scale column testing (RSSCT) and pilot testing results and the need for further pilot tests.
- Water distribution system planning to balance groundwater production and water imports, while minimizing costs, to maintain a secure water supply.
- Treatment system training for City engineers, operators, and maintenance staff.
- PFAS waste disposal planning.
- Pump to waste planning and OCFCD permit compliance planning.
- Water quality sampling and UCMR5 compliance planning.
- The impact of the State's PFAS Notification Levels (NLs) and Response Levels (RLs) on the City's groundwater supply.



## **EEC | City of Dana Point | Flood Remediation – Multiple Locations | 2022**

*Team: Jim Kolk (Project Manager), Joe Jenkins (Environmental Compliance)*

*Project Contact: Werner Abrajano, PE; (949) 248-3554*

EEC staff worked with the City of Dana Point to prepare hydrology and drainage studies for three locations within the City that experienced consistent flooding during rain events. Tasks included calculating 10-year through 100-year runoff rates and developing 2D models to visualize the flooding extents, then develop storm drain improvement plans, street improvement plans, and associated plans for construction. The designs effectively remedied the flooding situations and improved the safety and quality of life for motorists, and residents within the City.



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## **EEC | City of Huntington Beach | Navigation Center ESA | 2020-2022**

*Team: David Bernier (Project Manager), Eric Clark (Environmental Investigation)*

*Project Contact: Jim Merid; Environmental Specialist; (714) 374-1548*

EEC was contracted by the City of Huntington Beach to complete a Phase I Environmental Site Assessment (ESA) for a property in Huntington Beach as a potential location for the Huntington Beach Navigation Center. The Phase I ESA determined that residual pesticides and lead may be present in soil as a result of former agricultural and residential use. Additionally, buried materials and/or residual contamination in soil was identified as a potential concern as a result of former use as a storage lot.



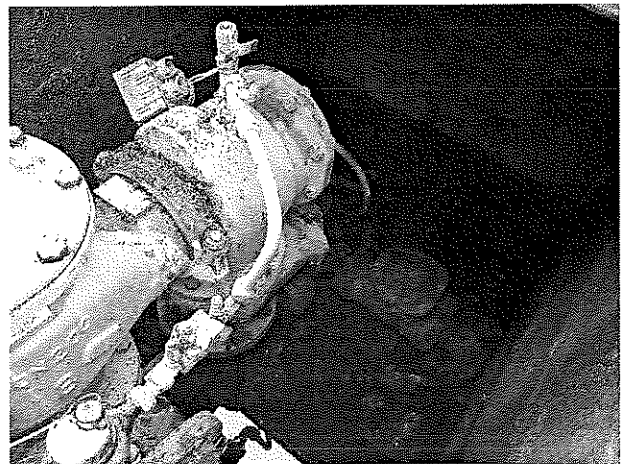
This effort was followed by a Phase II ESA including a geophysical survey used to identify metal debris in the subsurface, and advancement of multiple soil borings for the collection of soil and groundwater samples. Laboratory analysis indicated that soil at the property was impacted with lead, pesticides, and hexavalent chromium but groundwater was not impacted. Early in the site investigation process, the Orange County Health Care Agency (OCHCA) was engaged to provide oversight to ensure that all work was completed in accordance with regulatory agency requirements. Technical reports were submitted to OCHCA for review and comment, resulting in determination of an asphalt cover (pavement) as a suitable protection for occupants of the proposed temporary tent structure serving as the Huntington Beach Navigation Center.

## **EEC | Simon Mission Viejo| Fire Backflow (DCDA) Upgrades | 2020**

*Team: Jim Kolk (Project Manager), Will Shaffer (Project Engineer)*

*Project Contact: Tim Wilson; President (626) 330-5803*

EEC was chosen to provide Engineering and Design Services related to the request of the Moulton Niguel Water District (MNWD) to meet current district standards regarding the cross-connection protection devices currently serving multiple locations within the Shops at Mission Viejo.



- Conducted site visits to coordinate construction and to determine the exact depth and location of the underground utilities as well as confirm the utilizes are installed according to the approved plans
- Upgrade and relocation of 4 double check detector assemblies, 1 water meter, and 1 reduced pressure principle device per Moulton Niguel Water District specifications
- Moulton Niguel Water District ordinance and letters review to determine amount of time necessary to bring all devices up to current district standards
- Developed plumbing specifications to upgrade each backflow

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## EEC | TTS Engineering| Pipeline Condition Assessment | 2020

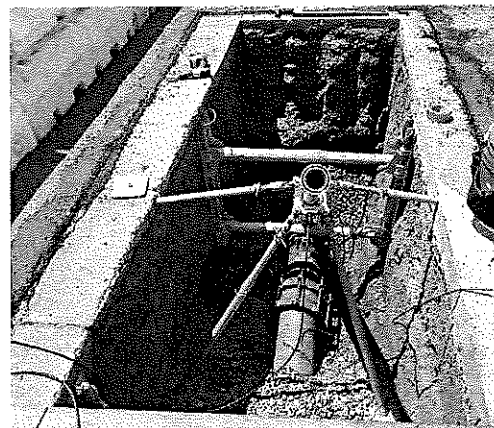
*Team: Will Shaffer (Project Engineer)*

*Project Contact: Casey Layton; Vice President (714) 840-6346*

EEC has experience performing condition assessment and leak detection of active water mains utilizing several methods such as:

- Statistical study, which includes assessing the age and diameter of the pipe, corrosivity of soil, pressure of the system, and other data
- External direct assessment including ultrasonic testing and potholing for visual examination
- In-pipe condition assessment utilizing CCTV and acoustic equipment

EEC has performed condition assessments on 8, 10, and 12-inch active water mains identifying areas of concern, pipeline defects, air pockets, corrosion (internal and external) and leakage, while providing detailed reports and technical memorandums including remaining useful life analysis modeling, mapping, and recommendations for immediate repairs and long term remediations.





## References of Work Performed Form

(List 5 Local References)

Company Name: EEC Environmental

1. Name of Reference: City of Santa Ana

Address: 215 S Center St, Santa Ana, CA 92703

Contact Name: Cesar Barrera, PE Phone Number: 714-647-3387

Email: cbarrera@santa-ana.org

Dates of Business: 2008 - present

2. Name of Reference: City of Ontario

Address: 1333 S Bon View Ave, Ontario, CA 91761

Contact Name: Andy Marquez Phone Number: 909-395-2683

Email: amarquez@ontarioca.gov

Dates of Business: 2022 - present

3. Name of Reference: City of Huntington Beach

Address: 2000 Main St, Huntington Beach, CA 92648

Contact Name: Steve Eros Phone Number: 714-536-5531

Email: Steve.Eros@surfcity-hb.org

Dates of Business: 2017 - present

4. Name of Reference: City of El Segundo

Address: 350 Main St, El Segundo, CA 90245

Contact Name: Lifan Xu Phone Number: 310-524-2368

Email: lxu@elsegundo.org

Dates of Business: 2018 - present

5. Name of Reference: The City of Anaheim

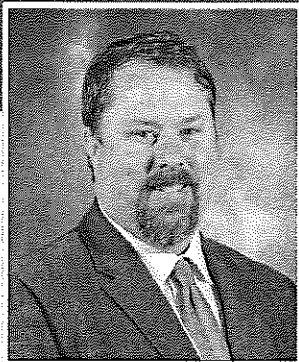
Address: 200 S. Anaheim Way, Anaheim CA

Contact Name: Keith Linker, PE Phone Number: (714) 765-4141

Email: kliinker@anaheim.net

Dates of Business: 2018 - Present (Ongoing)

**APPENDIX A**  
**PROJECT TEAM RÉSUMÉS**



**JOSEPH JENKINS, QISP**  
*Project Regulatory Specialist*

Joseph has performed more than 4,000 inspections of food service establishments (FSEs) for compliance with fats, oils, and grease (FOG) control programs, including those of the Costa Mesa Sanitary District, City of Santa Ana, City of La Habra, City of Anaheim, and Irvine Ranch Water District. Joseph has also conducted thousands of industrial pretreatment and stormwater inspections of industrial and commercial facilities. Joseph manages and schedules EEC's FSE inspection programs and provides training and quality control / quality assurance of EEC's FOG inspectors.

Joseph is also EEC's lead auditor for sewer system management plan (SSMP) audits. To date, Joseph has conducted internal SSMP audits for the Costa Mesa Sanitary District, City of La Habra, City of Buena Park, City of Santa Ana, and City of Anaheim. Joseph has assisted in the development of multiple stormwater programs for both industrial and municipal clients.

As a QISP (Qualified Industrial Stormwater Practitioner), Joseph has conducted multiple ERA evaluations under California's Stormwater Industrial General Permit. Joseph assists industrial clients daily with developing their stormwater monitoring programs, including sample location and parameter identification, training staff on sampling techniques, and managing data on the Water Board's SMARTS database. He has also conducted thousands of stormwater inspections of industrial and commercial facilities for compliance with NPDES stormwater discharge requirements. Joseph manages and schedules EEC's inspection programs and provides training and quality control/quality assurance of EEC's inspectors.

Joseph holds a Bachelor of Science in Business Administration from York College in Nebraska; a certificate in Environmental Management from the University of California, Irvine, Extension; a certificate as a Grade I Environmental Compliance Inspector through the California Water Environment Association; and a certificate as a QISP. Joseph also maintains certification in OSHA 40-hour HAZWOPER training and in the Pipeline Assessment and Certification Program.

## EXPERIENCE

### **FOG Inspector, FOG Inspection Programs for Multiple Cities and Sewer Agencies | Statewide, CA**

- Serves as the lead FOG inspector in support of multiple cities and sewer districts including IRWD.
- Completed thousands of FSE inspections in support of agencies' FOG control programs and has achieved a high rate of compliance for those FSEs.

### **Senior Staff, FOG Control Consulting for Various Municipalities | Nationwide**

- Assists EEC's project managers to provide support for FOG control consulting services ranging from ordinance and permit development, grease interceptor sizing and installation requirements, sewer line characterization, inspection and enforcement procedures, sanitary sewer overflow response procedures, and database and GIS management.

### **Senior Staff, FOG Control Program Manual Development, Baltimore County | Baltimore, MD**

- Developed the FOG Control Program Manual for the Baltimore County FOG Control Program.
- Manual included procedures for inspecting FSEs, requirements for installation of grease control devices, and FSE educational materials that were created by EEC, including best management practices.

## EXPERIENCE (CON.)

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### **Lead Trainer, SSO Prevention and Response Program, City of San Gabriel | San Gabriel, CA**

- Trained City of San Gabriel staff on prevention of and response to SSO.
- Training consisted of a classroom instruction session that reviewed State and City monitoring and reporting requirements, proper response procedures, and proper volume calculation methods. Training also entailed field training sessions during which varying volumes of water were spilled and trainees practices containing the spills, estimating the volume of spilled water, and completing reporting forms.

### **Compliance Inspector, NPDES Inspections and Program Management, Cities of Santa Ana and Anaheim | Orange County, CA**

- Performed hundreds of NPDES inspections for the City of Anaheim and the City of Santa Ana.
- Currently manages the monthly NPDES inspection program and trains inspectors on the proper inspection procedures.

### **Compliance Inspector, NPDES Inspections and MS4 Program Management, Various California Cities, Southern California**

- Performed hundreds of NPDES inspections for the City of Anaheim, City of Santa Ana, City of El Segundo, and City of Huntington Beach.
- Currently manages the monthly NPDES inspection program and trains inspectors on the proper inspection procedures.

### **Lead Auditor, SSMP Internal Audits for Various Municipalities | Nationwide**

- Assists EEC's project managers to provide support for conducting internal audits of SSMPs.
- Reviews SSMP-related documentation and conducts interviews of municipality staff members.
- Completes technical report documents specifying important findings and recommendations.

### **Stormwater Program Development, SWPPP Updates and Monitoring Plan Implementation, Hehr International | Los Angeles, CA.**

- Performed updates for the facility's SWPPP
- Developed Stormwater Monitoring Plan
- Conducted training for stormwater sampling and BMP implementation

### **Hehr International, SWPPP and Site Map Revisions | Los Angeles, CA.**

- Conducted a comprehensive review and update of the SWPPP to comply with the requirements of the 2015 Industrial General Permit.
- Ensured that the monitoring and reporting requirements met the 2015 IGP, accurate storage of materials and implemented BMPs were reflected, and that spill response and maintenance activities were documented.
- Revised the facility site map accurately to reflect storage of materials, sampling locations, flow directions, and implemented structural BMPs.
- Assisted with uploading the SWPPP to the State's SMARTS database. Conducted training for the employees on the SWPPP elements and IGP requirements.

### **Elevated Response Actions (ERAs), Multiple Industrial Clients, Southern California**

- Performed ERA Evaluations identifying NAL exceedances and sources.
- BMP implementation.
- SWPPP updates.
- SMARTS data management.
- Employee sample procedure training.

### **Small MS4 Permit Program Management, SWPPP Updates and Monitoring Plan Implementation, March Air Reserves Base | Moreno Valley, CA.**

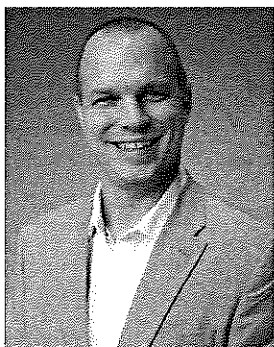
- Conducted Storm Event Sampling
- Developed Stormwater Monitoring Plan
- Completed Required Reports per Permit Requirements

## **EXPERIENCE (CON.)**

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### **Project Manager/Lead Inspector, Industrial Pretreatment Program, City of El Segundo | El Segundo, CA**

- Developed and implemented industrial pretreatment program for the City
- Permitted categorical industrial users
- Performed Industrial Waste Surveys
- Conducted inspections for industrial users
- Conducted and managed enforcement actions
- Completed Annual Pretreatment Program Reports for submittal to local Regional Water Quality Control Board



**Will Shaffer,  
PE, QSD, QISP**

## Project Engineer II

### Years of Experience

- 15

### Office Location

- Orange, CA

### Specialties

- Site Development
- Utility Design
- Stormwater Compliance
- LID/BMP Design
- Industrial Wastewater Pretreatment
- PFAS

### Education

- B.S., Civil Engineering, LMU, CA, 2013

### Registrations & Certifications

- QSD/QISP
- OSHA 40-Hour HAZWOPER
- PE in CA, MD, and 18 other states
- ASCE Member
- President of LMU Connecting Industry Partners (CIP)

Will Shaffer brings a common-sense approach to complicated engineering problems. He has extensive civil and environmental engineering experience across a vast array of disciplines including site development, utility design, stormwater compliance and LID/BMP design, industrial wastewater pretreatment, environmental compliance, emerging contaminants/PFAS, vapor intrusion mitigation systems, and ADA design. By supplementing his engineering expertise with his comprehensive knowledge of surveying and construction management, he is able to manage projects from conception, through design and permitting, to completion of construction. Will is a registered professional engineer in CA, MD, and 18 other states. He is a California Qualified SWPPP Developer (QSD) and a Qualified Industrial Stormwater Practitioner (QISP). Will is a member of the American Society of Civil Engineers (ASCE), the President of the Loyola Marymount University Council for Industry Partnerships, and maintains an OSHA 40-Hour HAZWOPER certification.

### EXPERIENCE

#### Civil Engineer Record | SA Recycling | Nationwide

- Engineer of record for various site improvements at multiple locations including site regrading, scale installations, new buildings, drainage improvements, site electrical upgrades, and other projects.

#### 2-Acre Rental Facility Redevelopment | United Rentals | San Bernardino, CA

- Optional Sentence highlighting key component/technical skill in project.
- Peer review of civil construction documents for accuracy and constructability with specific focus on stormwater detention and infiltration gallery.
- Construction management services including contractor management and coordination, on-site representation during construction, and facilitate RFI response.

#### Grading and Drainage Design | Spohn Ranch Skate Parks | Los Angeles, CA

- Grading and drainage and stormwater LID/BMP design for multiple skate parks.
- Design and construction administration of cost-effective stormwater management systems.
- Design includes hydrologic and hydraulic models with Hydrology & Hydraulic (H&H) calculations package for submittal.

#### Owners PFAS Representative | City of Santa Ana | Santa Ana, CA

- Providing ongoing expert consulting services related to groundwater PFAS contamination in the Orange County groundwater aquifer.
- Peer review of PFAS treatment system (wellhead and centralized) Preliminary Design Reports (PDRs), design scopes of work, construction documents, and specifications.
- Training seminars for City staff including certified operators.
- Distribution system planning before, during, and after treatment system buildout.



**Jim Kolk,**

**Principal Engineer**

**Years of Experience**

- 25

**Office Location**

- Orange, CA

**Specialties**

- Wastewater/Sewer Systems
- Sewer System Capacity Analysis
- SSO Reduction Program Development
- Stormwater Compliance
- GIS Software
- Database Integration

**Education**

- B.S., Industrial Engineering, San Jose State University, CA, 1990

**Registrations & Certifications**

- Sanitary Sewer Overflow Reporting Certification from California Water Environment Association

Jim is an engineer with over 25 years of project management experience. He has extensive expertise in wastewater/sewer system program support, including sewer system capacity analysis, sanitary sewer overflow (SSO) reduction program development and data management, industrial wastewater pretreatment program development, stormwater compliance, collection system condition assessment and characterization, fats, oils, and grease (FOG) program development, and geographic information system (GIS) / database integration. Jim routinely manages projects with complex regulatory compliance issues related to state enforcement, consent decrees, and compliance audits. Jim holds a Bachelor of Science from San Jose State University. He maintains professional certification in Sanitary Sewer Overflow Reporting from the California Water Environment Association.

**EXPERIENCE**

**Sewer Capacity Study | City of Costa Mesa | Costa Mesa, CA**

- Performed data analysis to identify sewer capacity limited and vulnerable pipelines across entire sewer district.
- Oversight of dry/wet weather flow studies including site selection, meter installation, and data processing.
- Oversight of flow model development and integration with asset management GIS with spatial analysis.

**Pretreatment Program Development | Various Municipalities | Nationwide**

- Manage pretreatment program assessment, development, and implementation of key program elements, including legal authority review/development, industrial waste survey screening and local limits development/implementation.
- Prepare program manuals and procedures/guidelines for industrial user inspection, sampling, and enforcement activities.

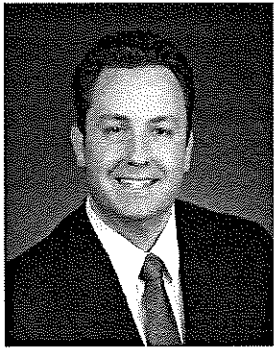
**Commercial and Industrial WW Treatment | Various Clients | Statewide, CA**

- Routinely hired by commercial and industrial clients to assess, design, and develop effective, economical solutions for wastewater treatment systems.
- Projects include enhancements to aeration system to increase efficiency, digester systems to reduce sludge disposal costs, and lift stations and interceptors to address odors/corrosion.

**Sewer Collection System Consulting | Various Municipalities | Nationwide**

- Routinely hired by municipalities for sewer collection system condition assessment and SSO reduction program development and implementation.
- Provide expert FOG control consulting services ranging from ordinance, permit and fee allocation development, grease interceptor sizing and installation requirements, inspector and enforcement SOPs, and database and GIS management.
- Development of data analysis protocols to optimize sewer maintenance frequencies with SSO risk management.





**Brandon Willnecker,**  
**PE, QSD, QISP**

**Senior Engineer/  
Project Manager**

**Years of Experience**

- 27

**Office Location**

- Orange, CA

**Specialties**

- Design & Management
- Construction & Life Cycle
- Water Quality Regulations

**Education**

- B.S., Civil Engineering,  
University of Dayton, OH,  
1997

**Registrations & Certifications**

- PE CA, OH, AK, AZ
- QSD/QISP
- Member of American  
Society of Civil Engineers  
(ASCE)
- Member of California  
Stormwater Quality  
Association (CASQA)

Brandon Willnecker has over two and a half decades of expertise leading projects and applying sustainable common-sense approaches to technical challenges. His experiences across the private and public sectors land includes due diligence and entitlements, design, management, construction, and post construction lifecycle optimization. In addition to projects, Mr. Willnecker is well versed in current and pending Water Quality Regulations/Requirements and has professional experience in Southern California, as well as nationally. His focus is on listening to clients and understanding their goals, resulting in successful projects. Mr. Willnecker believes that projects do not end when construction is complete and is focused on ensuring long lasting success through optimizing post-construction user and owner experiences, operation and maintenance, and compliance activities.

**EXPERIENCE**

**Engineering & Design | UniFirst | Fresno, CA**

- Project Manager overseeing the entitlement, preliminary engineering, and final engineering design process.
- Requires extensive offsite street widening along entire frontage with transitional impacts outside the property limits.
- Integration into master planned water quality and drainage facilities

**As Needed Engineering/NPDES | City of Anaheim | Anaheim, CA**

- Providing as-needed engineering support for multiple Public Works programs and projects.
- Services include drainage design review, NPDES and WDR permit compliance, sewer master planning review, FOG program development, and drainage design review.
- Grant funding research and management
- Project review management for RFP scope generation

**Skylinks Stormwater Capture Project\* | City of Long Beach | Long Beach, CA**

- Project Manager overseeing 30% conceptual design through 60%, 90%, and 100% final design phases.
- Dry and Wet Weather diversion project involving pump stations, manmade wetland conveyance and treatment, underground storage and infiltration and storage. Total storage capacity equal to 14.0 acre-feet.
- Relocation of 12" diameter Long Beach Water District reclaimed water line.

**Lower Peters Canyon Regional Park\* | Orange County Parks | North Tustin Area, CA**

- Project Manager for an improvement project within a Regional Park for the installation of a 6-stall restroom facility, updated trailhead, sewer lift station, and utility installations under an existing OC Flood Control District improved Spillway.
- Project required coordination with the Division of Dams, Irvine Ranch Water District, Southern California Edison, and OC Parks and Flood. The project is highlighted by the utilization of horizontal directional drilling methods to install a private sewer force main, domestic water service, and electrical ductwork, under an existing improved flood control spillway.



**State College Boulevard Regional BMP Feasibility Study\* | City of Anaheim | Anaheim, CA**

- Project Manager for the completion of the feasibility study and preliminary design phases for a regional infrastructure repurposing project.
- The City of Anaheim, in coordination with the Orange County Sanitation District, took ownership of two miles of abandoned 39"-42" diameter sewer pipe, with the intention of repurposing it for stormwater water diversion, treatment, storage, and infiltration.
- The system is intended to reduce stormwater deficiencies in a nearby Orange County Flood Control box culvert.
- Project infiltrates dry and wet weather volumes of runoff into the ground for groundwater recharge
- Provide long term geographically specific rainfall/runoff data for single family residential land uses in the City of Anaheim.

**Regional BMP Credit Study\* | City of Anaheim | Anaheim, CA**

- Assisted in conceptualizing and developing the framework for implementing a Regional Best Management Practices (BMP) Credit Study
- The purpose of the study was to arrive at a methodology for both, tracking watershed water quality management plans, and providing a financial model to track "credit generator" projects as they would come online.
- Project elements included reviewing total watershed quality requirements and the impacts of existing WQMP's on the system, and how they impacted both available credits, future credits, and pricing as credits are purchased and future credit generator systems came online.
- The deliverables included a template calculation spreadsheet and a detailed presentation for City staff.
- Project challenges included understanding and working with the City Finance department to determine financial management throughout various City departments, as well as developing the methods and frequency for credit pricing adjustments.
- Opportunities in the future for the program include the encouragement by the city to deliver additional regional stormwater capture systems that will provide watershed level compliance for public projects, with a pathway to offering credits to private developments.

**Bikepath O,P,Q\* | Orange County Public Works | Orange County, CA**

- Managed the preparation of a multi-mile HEC-RAS study for existing and proposed conditions along the proposed Bikepath O,P,Q project.
- The project entailed the construction of a paved bikepath along the top banks of Coyote Creek. Two bridge undercrossings were proposed and Artesia Boulevard and Valley View Street that altered the existing concrete channel cross section.
- Evaluated the undercrossings 1,000 feet upstream and downstream of the bridges for impacts to channel water surface elevations and velocities.
- Coordinated with Orange County, the Los Angeles County Flood Control Districts, and the Army Corps of Engineers.
- Challenges included gaining concurrence across the various agencies on the acceptable flow rates to use for the analysis, as well as developing HEC-RAS methodology for the handrailed cantilever solution proposed at one of the undercrossings.

**Wagon Wheel Creek Rehabilitation\* | Orange County Parks | Wagon Wheel, CA**

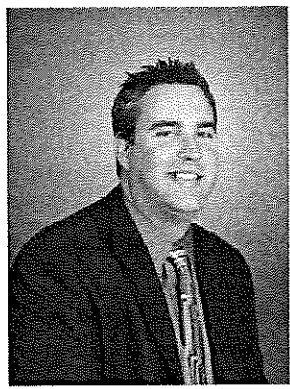
- Project Manager. Assisted in field walk and condition assessment for a failed stepped wall system.
- Collected streambed material samples and assisted geomorphological experts in determining sediment transport.
- Completed short and long term repair plans for failed creek wall system. Completed scour and sediment transport analysis. Coordinated with USACOE and completed required permits.

**Avenue 64 Roadway Project\* | City of Pasadena | Pasadena, CA**

- Managed the stormwater and water quality design for round about intersection improvement project in the City of Pasadena.
- Conceptualization of a round-a-bout at the intersection of three roadways within a residential area of the City.
- There was no existing storm drain infrastructure at the intersection and the proposed design required capturing and treating runoff prior to surface flowing across the proposed round-a-bout and creating hazardous roadway conditions.
- Proposed solution required designing catch basins to accept multiple upstream watersheds along steeply slopes streets and conveying underground and down-road to gutter based bubblers.



Assessment/Remediation  
Wastewater/Stormwater  
Litigation Support  
Regulatory Compliance  
Technology/GIS



**ERIC CLARK, PG, QSD, QISP**  
*Sr. Project Geologist*

Mr. Eric P. Clark is a Senior Project Geologist/Manager I at EEC Environmental, a professional service firm specializing in groundwater well condition assessments, site investigation, remediation, of complex soil, soil vapor, groundwater contamination issues, and stormwater compliance. With a comprehensive background spanning 16 years within the environmental industry, Eric has cultivated expertise as a specialist adept in oversight of complex groundwater investigations, assessments, and implementation of remedial strategies. He has effectively overseen and directed extensive field investigations encompassing hydrogeologic evaluations, subsurface site characterizations, and remediation initiatives. These projects involved engagement with clients, regulatory bodies and the public outreach, alongside proficient management of subcontractors and team members.

Mr. Clark holds a Bachelor of Science in Geology from California State University Fullerton. He is a registered professional geologist in California (PG #9365). In 2016, Mr. Clark received his QISP (QISP# 621), certification and in 2020 he obtained his QSD (QSD# G00936) certification and maintains an OSHA 40-Hour HAZWOPER certification and MSHA Part 48 Certification. He has continued to become a stormwater compliance specialist.

## **EXPERIENCE**

### **Project Geologist, Phase II Environmental Site Assessments, Fortune 500 Companies | CA**

- Management and development of scope, schedule, and budget for multiple Phase II ESAs across California and through the United States. Skilled in coordinating multidisciplinary teams, ensuring regulatory compliance, and delivering high-quality reports on time and within budget. Expertise includes subsurface investigations, soil and groundwater sampling, vapor intrusion analysis, and collaboration with stakeholders to develop actionable remediation strategies. Adept at navigating California's environmental regulations and driving projects to successful completion."

### **Project Geologist for Design-Build UST Removal and Replacement, Crater Lake National Park | Mazama Village | OR**

- Manage scope, schedule, budget, implementation, and intergovernmental agency coordination for the removal and replacement of one UST on behalf of the Concessions service provider on behalf of the National Park Service.
- Removal of one 15,000 gal gasoline USTs.
- Installation of one 15,000 gasoline UST, delivery system, leak detection, and dispenser.

### **Project Manager, Major Petroleum Companies | Various Sites, California**

- Managed scope, schedule, and budget for three Valero Refinery/Terminal facilities with petroleum hydrocarbon contamination.
- Managed production of project reports and agency correspondence, including groundwater monitoring and sampling reports, operation and maintenance summaries, discharge compliance reports, groundwater/soil/soil gas assessment work plans, pilot testing plans, conceptual site models, and closure requests.

### **Project Geologist, Environmental Remediation and Assessments, The Irvine Company | Various Sites, CA**

- Manage scope, schedule, and budget for ongoing remediation, and groundwater monitoring and sampling.
- Coordinated with local regulatory agencies regarding investigation and remediation implementation, permitting, and site compliance.

- Manages several Soil Vapor Extraction and Dual Phase Extraction remediation systems for soil, soil vapor, and groundwater cleanup.

**Project Geologist, Environmental Remediation and Assessments, The Irvine Company | Various Sites, CA**

- Manage scope, schedule, and budget for ongoing remediation, and groundwater monitoring and sampling.
- Coordinated with local regulatory agencies regarding investigation and remediation implementation, permitting, and site compliance.

Manages several SVE and DPE Remediation systems for soil, soil vapor, and groundwater cleanup.

**Project Geologist, Well Condition Assessment Mountain Pass Mine | Shadow Valley | Mountain Pass, CA**

- Project manager for the development and oversight of evaluation of the Shadow Valley well field servicing the facility. The purpose of this assessment was to evaluate the status and condition of each production well on the well network. The assessment included using several downhole geophysical tools and cameras in remote site within the Mojave Desert to determine the condition of each well.

**Project Geologist, Gallade Chemical | Santa Ana, CA**

- Oversight of the Semiannual Groundwater monitoring and sampling program consisting of a network of 42 wells.
- Responsible for ensuring Gallade Chemical met the compliance standards set forth in the Industrial General Permit.
- Management of the operation and maintenance of the onsite four stage clarifier.
- Provided oversight of Gallade Chemicals stormwater program.
- Provided Stormwater sample collection training.
- Performed Annual/Monthly Stormwater BMP inspections.
- Prepared facility's Annual report.
- Stormwater compliance monitoring and SMARTs Data Entry Person (DEP).

**Project Geologist, Aluminum Precision Products | Various, CA**

- Facilities designated QISP.
- Oversight of the development, installation, and monitoring of the SWPPP best management practices.
- Conducted facility Exceedance Response Action (ERA) inspections/pollutant source assessments.
- Prepared/developed Standard Operating Procedures outlining best practice stormwater collection methods for various collection types.
- Provided onsite stormwater collection training to multiple facility samplers.
- Preparation of multiple SWPPPs, Level I and Level II ERA reporting, and SMARTs database custodian.

**Project Manager, Environmental Remediation and Assessments, Prudential Orval Supply | Van Nuys, CA**

- Technical review of remediation system operation and performance.
- Coordinate field technicians to perform maintenance and operation of the remediation systems.
- Forecast remedial progress and associated costs.

**Project Geologist, Valero Refinery, Marine Terminal, Asphalt Plant, and Olympic Tank Farm | Wilmington, CA**

- Project lead for the development and implementation of several facility storm water monitoring programs and revamping of SWPPPs from multiple facilities.
- Preparation of several ERA Level I and II reports, and associate action plans.
- Preparation of a Monitoring and Reporting Plan / Quality Assurance Project Plans for multiple facilities.
- Acting facility Data Entry Person.

**Project Geologist, Westlake Wellbeing Properties, LLC | Westlake Village, CA**

- Oversight of the Ozone / GAC dewatering treatment system, monthly sampling, quarterly reporting, and project management related to the National Pollutant Discharge Elimination System (NPDES) permit.
- Management of the operation and maintenance of the onsite remediation system.

**Project Geologist, Douglas Emmett Management, LLC | Los Angeles, CA**

- Oversight of the monthly sampling, quarterly reporting, and project management related to the National Pollutant Discharge Elimination System (NPDES) permit at six facilities.
- Management of the operation and maintenance of several onsite remediation system.

**Saul Melgarejo Jr., PLS**

Survey – 80% Availability



Mr. Melgarejo has worked in the field of land surveying since June of 2006, in the capacity of Project Manager for the Environmental Division and has managed projects for some of the industry's largest clients such as CH2MHill, TRC and Arcadis. He is experienced in topographic mapping, boundary survey, environmental compliance and analysis as well as High-Definition Laser Scanning.

Mr. Melgarejo's educational background is well rounded to include photogrammetry, highway engineering, public land surveys, vector dynamics, fluid mechanics, hydraulic engineering, water supply engineering, structure analysis and geotechnical engineering. He has a BS in Civil Engineering, Geospatial Emphasis from California State Polytechnic University, Pomona.

In Mr. Melgarejo's present capacity as Environmental, Topographic/Aerial Survey Project Manager he is responsible for CAD team oversight, QA/QC, Management and Technology development, project coordination, supervision, and delivery. He is also responsible for finalizing all project control including aerial targets.

**Professional Credentials**

- B.S., Civil Engineering, Geospatial Emphasis, California State Polytechnic University, Pomona - 2008
- Professional Land Surveyor in California #9807

**Relevant Experience**

- **South Coast Water District - Mission Hospital Pipeline Improvement, Laguna Beach, CA – Project Surveyor**
- **South Coast Water District - Water Operations Victoria Warehouse Project, Dana Point, CA – Project Surveyor**
- **Orange County Sanitation District, FE 18-13 Redhill Relief Sewer, Santa Ana, CA – Project Surveyor**
- **Golden State Water Company, Clearview Reservoir and Pump Station Replacement, Tustin, CA – Project Surveyor**
- **Irvine Ranch Water District, Siphon Improvements Phase II, Irvine, CA – Project Surveyor**
- **City of Anaheim, Knollwood Circle Sewer Improvement Project, Anaheim, CA – Project Surveyor**
- **City of Anaheim, Alameda Avenue/Aladdin Avenue – Brookhurst Street to Crescent Avenue, ADA and Sewer Upgrades, Anaheim, CA – Project Surveyor**
- **City of Anaheim, Underhill Avenue and North Shakespeare Street and SR-57 Freeway Crossing, ADA and Sewer Upgrades, Anaheim, CA – Project Surveyor**
- **City of Anaheim, Muller Street to Lincoln Avenue, Anaheim, CA – Project Surveyor**
- **City of Anaheim, Survey of McFadden Avenue Lift Station 21 Project, Anaheim, CA – Project Surveyor**
- **City of Anaheim, Survey of La Palma Avenue (West of East Street), Anaheim, CA – Project Surveyor**
- **City of Anaheim, Survey of Alley East of Anaheim Boulevard from Wilhelmina Street to Alberta Street, Anaheim, CA – Project Surveyor**
- **City of San Juan Capistrano, Topographic Survey of Public Right-of-Way, San Juan Capistrano, CA – Project Surveyor**
- **City of Fontana, Fontana Safe Routes to School Gap Closure, Fontana, CA – Project Surveyor**
- **City of Fontana, Northeast Del Rosa ADA Ramps (H15116, H15117, and H15032), Highland, CA – Project Surveyor**
- **San Bernardino County, San Manuel Water Line and Tank Project, San Bernardino County, CA – Project Surveyor**
- **Inland Empire Utilities Agency (IEUA), Haven Avenue Regional Sewer System Repair Project No. EN20056, Ontario, CA – Project Surveyor**
- **Otay Water District, 870-1 Reservoir Floating Cover and Liner Replacement, Otay Mesa, CA – Project Surveyor**
- **City of Los Angeles, Department of Public Works, Bureau of Engineering, Task Order Solicitation 1: Complete Streets—La Brea Avenue from Coliseum Street to Adams Boulevard, Los Angeles, CA – Project Surveyor**



## David R. Jarosz II | Vice President of Engineering Experience

### Vice President of Engineering Services - Krazan & Associates

Mr. Jarosz has over 20 years of experience in geotechnical engineering, testing and inspection, construction management, and environmental investigations. He is the Regional Manager of our Central and Northern California operations. Mr. Jarosz has a Bachelor of Science in Civil Engineering and is a Registered Civil Engineer and Registered Geotechnical Engineer in California. He has provided project oversight for geotechnical engineering and construction testing and inspection projects for industrial facilities, schools, hospitals, wastewater treatment plants, bridges and culverts, sewer lines, embankments, service stations, commercial developments, and landfills. Mr. Jarosz has experience in many geotechnical engineering applications including shallow and deep foundation investigations, slope stability, pavement design, soil suitability and availability assessment, soil-cement treatment and soil-lime stabilization, as well as field and laboratory soil testing.

Mr. Jarosz will be responsible for project management, engineering overview, and review of general earthwork specifications, and can be reached at (559) 348-2200.

#### PROJECT EXPERIENCE:

- Tulare Waste Water Treatment Plant, Tulare
- Fresno Yosemite International Airport Taxiway B Rehabilitation, Fresno
- Generals Highway, Sequoia National Park
- Highway 99 Fairmead, Madera County
- Route 180 East (Caltrans Contract# 06-293304)
- Route 180 West (FCTA 1010b-3)
- Whitesbridge Widening, Kerman
- Jensen Avenue, Sanger
- Crescent Meadow Road, Sequoia-Kings National Park
- Visalia City Airport Runway Rehabilitations, Visalia
- Reedley Airport Taxiway and Widening, Reedley
- Community Regional Medical Center, Fresno
- Fresno County New Morgue, Fresno

#### EDUCATION

BS, Civil Engineering, CSU Fresno  
1996

#### LICENSE / REGISTRATION

Registered Civil Engineer: CA  
Registered Geotechnical Engineer:  
CA

#### YEARS OF EXPERIENCE

24+

#### AFFILIATIONS

American Society of Civil Engineers

#### Areas of Expertise:

Project Management  
Geotechnical Engineering  
Investigations  
Soil Mechanics / Properties  
Pavement Design  
Slope Stability Evaluations  
Septic System Design  
Material Testing and Inspection  
Deep Foundation Design and  
Inspection

## EXHIBIT "B"

### Payment Schedule (Hourly Payment)

#### A. Hourly Rate

CONSULTANT'S fees for such services shall be based upon the following hourly rate and cost schedule:

SEE ATTACHED EXHIBIT B

#### B. Travel Charges for time during travel are not reimbursable.

#### C. Billing

1. All billing shall be done monthly in fifteen (15) minute increments and matched to an appropriate breakdown of the time that was taken to perform that work and who performed it.
2. Each month's bill should include a total to date. That total should provide, at a glance, the total fees and costs incurred to date for the project.
3. A copy of memoranda, letters, reports, calculations and other documentation prepared by CONSULTANT may be required to be submitted to CITY to demonstrate progress toward completion of tasks. In the event CITY rejects or has comments on any such product, CITY shall identify specific requirements for satisfactory completion.
4. CONSULTANT shall submit to CITY an invoice for each monthly payment due. Such invoice shall:
  - A) Reference this Agreement;
  - B) Describe the services performed;
  - C) Show the total amount of the payment due;
  - D) Include a certification by a principal member of CONSULTANT's firm that the work has been performed in accordance with the provisions of this Agreement; and
  - E) For all payments include an estimate of the percentage of work completed.

Upon submission of any such invoice, if CITY is satisfied that CONSULTANT is making satisfactory progress toward completion of tasks in accordance with this Agreement, CITY shall approve the invoice, in which event payment shall be made within thirty (30) days of receipt of the invoice by CITY. Such approval shall not be unreasonably withheld. If CITY does not approve an invoice, CITY shall notify CONSULTANT in writing of the reasons for non-approval and the schedule of performance set forth in **Exhibit "A"** may at the option of CITY be suspended until the parties agree that past performance by CONSULTANT is in, or has been brought into compliance, or until this Agreement has expired or is terminated as provided herein.

5. Any billings for extra work or additional services authorized in advance and in writing by CITY shall be invoiced separately to CITY. Such invoice shall contain all of the information required above, and in addition shall list the hours expended and hourly rate charged for such time. Such invoices shall be approved by CITY if the work performed is in accordance with the extra work or additional services requested, and if CITY is satisfied that the statement of hours worked and costs incurred is accurate. Such approval shall not be unreasonably withheld. Any dispute between the parties concerning payment of such an invoice shall be treated as separate and apart from the ongoing performance of the remainder of this Agreement.

## EXHIBIT "B"



### 2025-2028 Fee Schedule

#### PERSONNEL CHARGES

The charge for all time required for the performance of the Scope of Work, including office, field and travel time, will be billed at the hourly rate according to the labor classifications set forth below:

Labor Classification	Hourly Rate
Jr. Staff Engineer/Geologist/Scientist	\$ 165
Staff Engineer/Geologist/Scientist	\$ 200
Sr Staff Engineer/Geologist/Scientist - I	\$ 220
Sr Staff Engineer/Geologist/Scientist - II	\$ 235
Project Engineer/Geologist/Scientist - I	\$ 255
Project Engineer/Geologist/Scientist - II	\$ 265
Project Engineer/Geologist/Scientist - III	\$ 280
Sr Project Engineer/Geologist/Scientist - I	\$ 290
Sr Project Engineer/Geologist/Scientist - II	\$ 310
Principal Engineer/Geologist	\$ 340
Principal	\$ 340
Project Assistant	\$ 155
Technician	\$ 160
Drafter	\$ 175
Sr Technician	\$ 180
Compliance Inspector	\$ 180
Technician GIS/Technology	\$ 155
Analyst GIS/Technology	\$ 175
Sr Analyst GIS/Technology	\$ 190
Specialist GIS/Technology	\$ 200
Sr Specialist GIS/Technology	\$ 220
Supervisor GIS/Technology	\$ 240
Director/GIS Technology	\$ 255
Construction Technician	\$ 140
Construction Field Supervisor Construction	\$ 160
Manager	\$ 175
Sr Construction Manager	\$ 215
Technical Editor	\$ 155

Emergency response will be charged at a rate of 1.5 times the standard hourly rate.

When EEC Staff appear as expert witnesses at court trials, mediation, arbitration hearings and depositions, their time will be charged at 2.0 times the standard rate. All time spent preparing for such trials, hearings, and depositions, will be charged at the standard hourly rate.

#### Travel

Vehicles used on project assignments will be charged at \$125 per day. Mileage is billed at the current rate established by the Internal Revenue Service plus mark up. Per Diem is billed at a cost of \$95 per day (except in high cost markets, which will adhere to GSA rates). Airfare, lodging, rental cars and associated expenses are billed at cost plus 15%.

#### Field Equipment

Field Equipment is billed at standard unit costs. Rate schedules are available upon request.

#### Subcontractors and Reimbursables

The costs of subcontractors, materials, equipment rental and costs incurred will be charged at cost plus 15%.

#### Other Project Charges

The cost of additional report reproduction and special project accounting will be billed as appropriate. Plotting plans are charged by size, black and white or color, and by the number of

#### Shipping and Postage

Shipping charges include couriers and the postage necessary will be charged at cost plus 15%.

#### Interest Charges

Interest on late payments will be charged at the rate of 1.5% per month.

#### Payment Terms

Net 30 days applies to all work performed and invoiced unless superseded by a specific executed contract. An administration fee of 3.5% will be added to any invoice wherepayment is made by

#### Communication/Administration Fee:

A communication/administration fee of 4% will be added to all invoices.



**Prevailing Wage Rate Schedule (2024)**

Item Description	Unit	Unit Price
<b>Field Support</b>		
Field Survey Crew & Equipment (Prevailing Wage)*	Hour	\$375.00
Round Trip Travel Time & Costs	Hour	\$160.00
<b>Office Support</b>		
Principal	Hour	\$265.00
Director Surveying/Professional Land Surveyor	Hour	\$225.00
Senior Project Manager	Hour	\$190.00
Project Surveyor	Hour	\$175.00
GPS Post Processing	Hour	\$165.00
Survey Technician	Hour	\$160.00
Drafting/AutoCAD Technician	Hour	\$125.00
Accounting / Clerical	Hour	\$87.00
<b>Reimbursable Costs</b>		
In-House Reproductions		Cost + 15%
Printing and Materials		Cost + 15%
Parking and Tolls		Cost + 15%
Express Mail, Courier, Next Day Service		Cost + 15%
Special Sub-Consultant Services (GPR, etc.)		Cost + 10%
<b>Miscellaneous Services</b>		
Per Diem (when required)	Day	Per GSA Schedule
Consultation in Connection with Litigation	Hour	\$450.00
Transportation (per 2024 IRS Mileage Rate)	Mile	\$0.655
<b>Overtime and Saturday Rates</b>		
	Hour	1.5 times Hourly Rate

The hourly rate increase 3% per year to cover cost of living. Also a 10% mark-up will be added to any sub-consultants utilized to cover project management and administration costs. Hourly rates good for 2024.

\*4 or 8 Hour Minimum

## GENERAL FEE SCHEDULE FOR PROFESSIONAL & TECHNICAL SERVICES

**Professional**

Principal Engineer .....	\$175.00/hr.
Registered Senior Engineer .....	\$155.00/hr.
Professional Geologist .....	\$145.00/hr.
Project Engineer/Manager .....	\$115.00/hr.
Project Geologist .....	\$115.00/hr.
Certified Asbestos Inspector/Manager .....	\$85.00/hr.
Environmental Specialist .....	\$85.00/hr.
Staff Professional .....	\$85.00/hr.

**Technical – Prevailing Wage**

Senior Engineering Tech – ICC Certified Inspector .....	\$145.00/hr.
<b>Soils Technician</b> – Earthwork Observation & Testing .....	\$135.00/hr.
<b>Special Inspector</b> – Concrete, Masonry and Structural Steel .....	\$135.00/hr.
Environmental Technician .....	\$135.00/hr.
Technician – Sample Pick-ups, Travel Charge .....	\$60.00/hr.

**Administrative**

Administrative Support .....	\$65.00/hr.
Word Processing/Reproduction .....	\$65.00/hr.

**Expert Witness Testimony**

Consultation, Preparation for Court, Expert Witness – Principal Engineer .....	\$375.00/hr.
Consultation, Preparation for Court, Expert Witness – Registered Senior Engineer .....	\$290.00/hr.
Court Appearance/Deposition .....	\$290.00/hr.
Stand-By at Office (Waiting to be Called to Court) .....	\$290.00/hr.



## Utility Systems Science & Software Rate Sheet 2024-2025 Terms and

### Conditions

CLASSIFICATION	HOURLY BILLING RATE
<b>ENGINEERING &amp; DESIGN</b>	
Associate Engineer I	85.00
Associate Engineer II	88.00
Engineer I	125.00
Engineer II	145.00
Engineer III	155.00
Senior Engineer	185.00
Project Engineer	185.00
<b>PROJECT CONTROL</b>	
Clerical (field)	65.00
Clerical (office)	65.00
Scheduler	125.00
Project Manager	185.00
<b>INSTALLATION</b>	
Electrician	135.00
Electrician Foreman	145.00
Instrument Test Tech	165.00

Overtime is charged on all classifications, excluding Project Manager and Consultant, at the Hourly Billing Rate x 1.5. The Project Manager and Consultant are charged at the Hourly Billing Rate for all hours worked. Authorized hours worked over eight (8) hours per day, or over forty (40) hours per week, will be invoiced at the Hourly Billing Rate x 1.5.

Time and Material Contracts: US3 will invoice all contract and change order costs on a biweekly basis. Project mobilization or initialization will be (35%); Summaries of actual man-hours charged by employee will be provided to support the invoice totals. Expenses, materials, supplies, reprographic services, equipment, facilities and subcontracts will be invoiced per the conditions stated above.

Lump Sum or Fixed Price Contracts: US3 will invoice all contract and change orders based on an agreed upon percent complete of a predetermined contract price breakdown on a monthly basis.