

JAN 27 2014

1087-010

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FULLY EXECUTED

## CONSULTANT AGREEMENT

THIS AGREEMENT, entered into this 19th day of February 2014, by and between CITY OF ALAMEDA, a municipal corporation (hereinafter referred to as "City"), and **Carlson, Barbee & Gibson, Inc.**, a California corporation, whose address is 2633 Camino Ramon, Suite 350, San Ramon, CA 94583 (hereinafter referred to as "Consultant"), is made with reference to the following:

### RECITALS:

A. City is a municipal corporation duly organized and validly existing under the laws of the State of California with the power to carry on its business as it is now being conducted under the statutes of the State of California and the Charter of the City.

B. Consultant is specially trained, experienced and competent to perform the special services which will be required by this Agreement; and

C. Consultant possesses the skill, experience, ability, background, certification and knowledge to provide the services described in this Agreement on the terms and conditions described herein.

D. City and Consultant desire to enter into an agreement for services upon the terms and conditions herein.

NOW, THEREFORE, it is mutually agreed by and between the undersigned parties as follows:

1. **TERM:**

The term of this Agreement shall commence on the 19th day of February 2014, and shall terminate on the 19th day of February 2016, unless terminated earlier as set forth herein.

2. **SERVICES TO BE PERFORMED:**

Consultant shall perform each and every service set forth in Exhibit "A" which is attached hereto and incorporated herein by this reference.

3. **COMPENSATION TO CONSULTANT:**

Consultant shall be compensated for services performed pursuant to this Agreement in the amount not to exceed \$158,000.00 as set forth in Exhibit "A" which is attached hereto and incorporated herein by this reference.

4. **TIME IS OF THE ESSENCE:**

Consultant and City agree that time is of the essence regarding the performance of this Agreement.

5. **STANDARD OF CARE:**

Consultant agrees to perform all services hereunder in a manner commensurate with the

prevailing standards of like professionals in the San Francisco Bay Area and agrees that all services shall be performed by qualified and experienced personnel who are not employed by the City nor have any contractual relationship with City.

6. **INDEPENDENT PARTIES:**

City and Consultant intend that the relationship between them created by this Agreement is that of employer-independent contractor. The manner and means of conducting the work are under the control of Consultant, except to the extent they are limited by statute, rule or regulation and the express terms of this Agreement. No civil service status or other right of employment will be acquired by virtue of Consultant's services. None of the benefits provided by City to its employees, including but not limited to, unemployment insurance, workers' compensation plans, vacation and sick leave are available from City to Consultant, its employees or agents. Deductions shall not be made for any state or federal taxes, FICA payments, PERS payments, or other purposes normally associated with an employer-employee relationship from any fees due Consultant. Payments of the above items, if required, are the responsibility of Consultant.

7. **IMMIGRATION REFORM AND CONTROL ACT (IRCA):**

Consultant assumes any and all responsibility for verifying the identity and employment authorization of all of his/her employees performing work hereunder, pursuant to all applicable IRCA or other federal, or state rules and regulations. Consultant shall indemnify and hold City harmless from and against any loss, damage, liability, costs or expenses arising from any noncompliance of this provision by Consultant.

8. **NON-DISCRIMINATION:**

Consistent with City's policy that harassment and discrimination are unacceptable employer/employee conduct, Consultant agrees that harassment or discrimination directed toward a job applicant, a City employee, or a citizen by Consultant or Consultant's employee or subcontractor on the basis of race, religious creed, color, national origin, ancestry, handicap, disability, marital status, pregnancy, sex, age, or sexual orientation will not be tolerated. Consultant agrees that any and all violations of this provision shall constitute a material breach of this Agreement.

9. **HOLD HARMLESS:**

Consultant shall indemnify, defend and hold harmless City, its City Council, boards, commissions, officers, employees and volunteers ("Indemnitees") from and against any and all loss, damages, liability, claims, suits, costs and expenses whatsoever, including reasonable attorneys' fees ("Claims"), arising from or in any manner connected to Consultant's negligent act or omission, whether alleged or actual, regarding performance of services or work conducted or performed pursuant to this Agreement. If Claims are filed against Indemnitees which allege negligence on behalf of the Consultant, Consultant shall have no right of reimbursement against Indemnitees for the costs of defense even if negligence is not found on the part of Consultant. However, Consultant shall not be obligated to indemnify Indemnitees from Claims arising from the sole or active negligence or willful misconduct of Indemnitees.

As to Claims for professional liability only, Consultant's obligation to defend Indemnitees (as set forth above) is limited to the extent to which its professional liability insurance policy will

provide such defense costs.

10. **INSURANCE:**

On or before the commencement of the term of this Agreement, Consultant shall furnish City with certificates showing the type, amount, class of operations covered, effective dates and dates of expiration of insurance coverage in compliance with paragraphs 10A, B, C, D and E. Such certificates, which do not limit Consultant's indemnification, shall also contain substantially the following statement: "Should any of the above insurance covered by this certificate be canceled or coverage reduced before the expiration date thereof, the insurer affording coverage shall provide thirty (30) days' advance written notice to the City of Alameda by certified mail, Attention: Risk Manager." It is agreed that Consultant shall maintain in force at all times during the performance of this Agreement all appropriate coverage of insurance required by this Agreement with an insurance company that is acceptable to City and licensed to do insurance business in the State of California. Endorsements naming the City as additional insured shall be submitted with the insurance certificates.

A. **COVERAGE:**

Consultant shall maintain the following insurance coverage:

(1) **Workers' Compensation:**

Statutory coverage as required by the State of California.

(2) **Liability:**

Commercial general liability coverage in the following minimum limits:

Bodily Injury:	\$1,000,000 each occurrence \$1,000,000 aggregate - all other
Property Damage:	\$250,000 each occurrence \$500,000 aggregate

If submitted, combined single limit policy with aggregate limits in the amounts of \$1,000,000 will be considered equivalent to the required minimum limits shown above.

(3) **Automotive:**

Comprehensive automotive liability coverage in the following minimum limits:

Bodily Injury:	\$500,000 each occurrence
Property Damage:	\$100,000 each occurrence
or	
Combined Single Limit:	\$500,000 each occurrence

(4) **Professional Liability:**

Professional liability insurance which includes coverage for the professional acts, errors and omissions of Consultant in the amount of at least \$1,000,000.

B. **SUBROGATION WAIVER:**

Consultant agrees that in the event of loss due to any of the perils for which he/she has agreed to provide comprehensive general and automotive liability insurance, Consultant shall look solely to his/her insurance for recovery. Consultant hereby grants to City, on behalf of any insurer providing comprehensive general and automotive liability insurance to either Consultant or City with respect to the services of Consultant herein, a waiver of any right to subrogation which any such insurer of said Consultant may acquire against City by virtue of the payment of any loss under such insurance.

C. **FAILURE TO SECURE:**

If Consultant at any time during the term hereof should fail to secure or maintain the foregoing insurance, City shall be permitted to obtain such insurance in the Consultant's name or as an agent of the Consultant and shall be compensated by the Consultant for the costs of the insurance premiums at the maximum rate permitted by law and computed from the date written notice is received that the premiums have not been paid.

D. **ADDITIONAL INSURED:**

City, its City Council, boards and commissions, officers, employees and volunteers shall be named as an additional insured under all insurance coverages, except any professional liability and workers' compensation insurance, required by this Agreement. The naming of an additional insured shall not affect any recovery to which such additional insured would be entitled under this policy if not named as such additional insured. An additional insured named herein shall not be held liable for any premium, deductible portion of any loss, or expense of any nature on this policy or any extension thereof. Any other insurance held by an additional insured shall not be required to contribute anything toward any loss or expense covered by the insurance provided by this policy.

E. **SUFFICIENCY OF INSURANCE:**

The insurance limits required by City are not represented as being sufficient to protect Consultant. Consultant is advised to confer with Consultant's insurance broker to determine adequate coverage for Consultant.

11. **CONFLICT OF INTEREST:**

Consultant warrants that it is not a conflict of interest for Consultant to perform the services required by this Agreement. Consultant may be required to fill out a conflict of interest form if the services provided under this Agreement require Consultant to make certain governmental decisions or serve in a staff capacity as defined in Title 2, Division 6, Section 18700 of the California Code of Regulations.

12. **PROHIBITION AGAINST TRANSFERS:**

Consultant shall not assign, sublease, hypothecate, or transfer this Agreement, or any interest therein, directly or indirectly, by operation of law or otherwise, without prior written consent of City. Any attempt to do so without said consent shall be null and void, and any assignee, sublessee, hypothecate or transferee shall acquire no right or interest by reason of such attempted assignment, hypothecation or transfer. However, claims for money by Consultant from City under this Agreement may be assigned to a bank, trust company or other financial institution without prior written consent. Written notice of such assignment shall be promptly furnished to City by Consultant.

The sale, assignment, transfer or other disposition of any of the issued and outstanding capital stock of Consultant, or of the interest of any general partner or joint venturer or syndicate member or cotenant, if Consultant is a partnership or joint venture or syndicate or cotenancy, which shall result in changing the control of Consultant, shall be construed as an assignment of this Agreement. Control means fifty percent (50%) or more of the voting power of the corporation.

13. **SUBCONTRACTOR APPROVAL:**

Unless prior written consent from City is obtained, only those people and subcontractors whose names and resumes are attached to this Agreement shall be used in the performance of this Agreement.

In the event that Consultant employs subcontractors, such subcontractors shall be required to furnish proof of workers' compensation insurance and shall also be required to carry general, automobile and professional liability insurance in reasonable conformity to the insurance carried by Consultant. In addition, any work or services subcontracted hereunder shall be subject to each provision of this Agreement.

14. **PERMITS AND LICENSES:**

Consultant, at his/her sole expense, shall obtain and maintain during the term of this Agreement, all appropriate permits, certificates and licenses including, but not limited to, a City Business License, that may be required in connection with the performance of services hereunder.

15. **REPORTS:**

A. Each and every report, draft, work product, map, record and other document, hereinafter collectively referred to as "Report", reproduced, prepared or caused to be prepared by Consultant pursuant to or in connection with this Agreement, shall be the exclusive property of City. Consultant shall not copyright any Report required by this Agreement and shall execute appropriate documents to assign to City the copyright to Reports created pursuant to this Agreement. Any Report, information and data acquired or required by this Agreement shall become the property of City, and all publication rights are reserved to City.

B. All Reports prepared by Consultant may be used by City in execution or implementation of:

- (1) The original Project for which Consultant was hired;
- (2) Completion of the original Project by others;
- (3) Subsequent additions to the original project; and/or
- (4) Other City projects as appropriate.

C. Consultant shall, at such time and in such form as City may require, furnish reports concerning the status of services required under this Agreement.

D. All Reports required to be provided by this Agreement shall be printed on recycled paper. All Reports shall be copied on both sides of the paper except for one original, which shall be single sided.

E. No Report, information or other data given to or prepared or assembled by Consultant pursuant to this Agreement shall be made available to any individual or organization by Consultant without prior approval by City.

16. **RECORDS:**

Consultant shall maintain complete and accurate records with respect to sales, costs, expenses, receipts and other such information required by City that relate to the performance of services under this Agreement.

Consultant shall maintain adequate records of services provided in sufficient detail to permit an evaluation of services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Consultant shall provide free access to such books and records to the representatives of City or its designees at all

proper times, and gives City the right to examine and audit same, and to make transcripts therefrom as necessary, and to allow inspection of all work, data, documents, proceedings and activities related to this Agreement. Such records, together with supporting documents, shall be kept separate from other documents and records and shall be maintained for a period of three (3) years after receipt of final payment.

If supplemental examination or audit of the records is necessary due to concerns raised by City's preliminary examination or audit of records, and the City's supplemental examination or audit of the records discloses a failure to adhere to appropriate internal financial controls, or other breach of contract or failure to act in good faith, then Consultant shall reimburse City for all reasonable costs and expenses associated with the supplemental examination or audit.

17. **NOTICES:**

All notices, demands, requests or approvals to be given under this Agreement shall be given in writing and conclusively shall be deemed served when delivered personally or on the second business day after the deposit thereof in the United States Mail, postage prepaid, registered or certified, addressed as hereinafter provided.

All notices, demands, requests, or approvals from Consultant to City shall be addressed to City at:

City of Alameda  
Base Reuse Department  
2263 Santa Clara Avenue, Room 120  
Alameda CA 94501  
Attention: Jennifer Ott

All notices, demands, requests, or approvals from City to Consultant shall be addressed to Consultant at:

Carlson, Barbee & Gibson, Inc.  
2633 Camino Ramon, Suite 350  
San Ramon, CA 94583  
Attention: Angelo J. Obertello, P.E.

18. **TERMINATION:**

In the event Consultant fails or refuses to perform any of the provisions hereof at the time and in the manner required hereunder, Consultant shall be deemed in default in the performance of this Agreement. If such default is not cured within a period of two (2) days after receipt by Consultant from City of written notice of default, specifying the nature of such default and the steps necessary to cure such default, City may terminate the Agreement forthwith by giving to the Consultant written notice thereof.

City shall have the option, at its sole discretion and without cause, of terminating this Agreement by giving seven (7) days' prior written notice to Consultant as provided herein. Upon termination of this Agreement, each party shall pay to the other party that portion of compensation specified in this Agreement that is earned and unpaid prior to the effective date of termination.

19. **COST OF LITIGATION:**

If any legal action is necessary to enforce any provision hereof or for damages by reason of an alleged breach of any provisions of this Agreement, the prevailing party shall be entitled to receive

from the losing party all costs and expenses in such amount as the Court may adjudge to be reasonable, including attorneys' fees.

20. **COMPLIANCES:**

Consultant shall comply with all state or federal laws and all ordinances, rules and regulations enacted or issued by City.

21. **CONFLICT OF LAW:**

This Agreement shall be interpreted under, and enforced by the laws of the State of California excepting any choice of law rules which may direct the application of laws of another jurisdiction. The Agreement and obligations of the parties are subject to all valid laws, orders, rules, and regulations of the authorities having jurisdiction over this Agreement (or the successors of those authorities.)

Any suits brought pursuant to this Agreement shall be filed with the courts of the County of Alameda, State of California.

22. **ADVERTISEMENT:**

Consultant shall not post, exhibit, display or allow to be posted, exhibited, displayed any signs, advertising, show bills, lithographs, posters or cards of any kind pertaining to the services performed under this Agreement unless prior written approval has been secured from City to do otherwise.

23. **WAIVER:**

A waiver by City of any breach of any term, covenant, or condition contained herein shall not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant, or condition contained herein, whether of the same or a different character.

24. **INTEGRATED CONTRACT:**

This Agreement represents the full and complete understanding of every kind or nature whatsoever between the parties hereto, and all preliminary negotiations and agreements of whatsoever kind or nature are merged herein. No verbal agreement or implied covenant shall be held to vary the provisions hereof. Any modification of this Agreement will be effective only by written execution signed by both City and Consultant.

25. **INSERTED PROVISIONS:**

Each provision and clause required by law to be inserted into the Agreement shall be deemed to be enacted herein, and the Agreement shall be read and enforced as though each were included herein. If through mistake or otherwise, any such provision is not inserted or is not correctly inserted, the Agreement shall be amended to make such insertion on application by either party.

26. **CAPTIONS:**

The captions in this Agreement are for convenience only, are not a part of the Agreement and in no way affect, limit or amplify the terms or provisions of this Agreement.

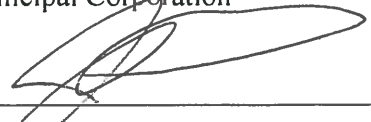
IN WITNESS WHEREOF, the parties have caused the Agreement to be executed on the day and year first above written.

CARLSON, BARBEE & GIBSON, INC.

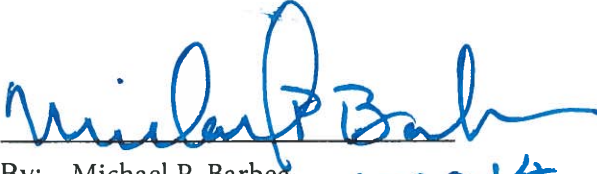
 1-28-14

By: Angelo J. Obertello  
Title: Vice-President

CITY OF ALAMEDA  
A Municipal Corporation



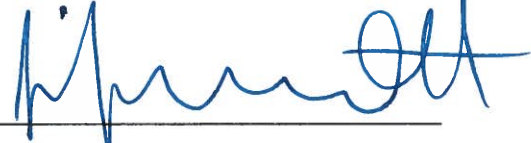
John A. Russo  
City Manager



By: Michael P. Barbee  
Title: Secretary - Treasurer

1-28-14

RECOMMENDED FOR APPROVAL:



Jennifer Ott  
Chief Operating Officer – Alameda Point

APPROVED AS TO FORM:



~~Janet C. Kern~~ Farimah Faiz  
Sv. Assist City Attorney





**Carlson, Barbee  
& Gibson, Inc.**

CIVIL ENGINEERS • SURVEYORS • PLANNERS

January 27, 2014  
Job No.: 1087-010

Exhibit "A"  
Proposal to Provide  
Civil Engineering and Surveying Services

**Alameda Point  
2014 Tasks  
Alameda, California**

Description of Work

**I. Task 1 – Phase 2 Navy Conveyance**

A. Finalize the Phase 2 Navy Conveyance Areas

1. Confirm the limits of the Navy Property to be conveyed to the City of Alameda in Phase 2.
2. Establish the proposed parcels to be created within the Phase 2 Conveyance Areas based on direction from the Navy, City and Environmental Consultants.
3. Update previously prepared Navy Conveyance exhibits, as necessary.

B. Legal Descriptions and Plat Maps (Assume 10)

1. Prepare a legal description and plat map describing each Phase 2 Navy Conveyance Parcel.

C. Meetings and Processing

1. Prepare miscellaneous exhibits and perform miscellaneous tasks, as requested by Client.
2. Prepare modifications to exhibits, legal descriptions and plat maps, as requested by Client.
3. Attend meetings and assist Client in processing legal descriptions with Navy, Attorneys, City of Alameda representatives, and Title Company.

**II. Task 2 - Letter of Map Revision – Existing Conditions**

A. Letter of Map Revision

1. Prepare the necessary hydraulic and engineering analysis required for FEMA approval of a Letter of Map Revision (LOMR) to establish the existing flood zones within Alameda Point. The existing flood zones will be mapped only for the portions of Alameda Point that are currently or are scheduled to be owned by the City of Alameda.
2. Prepare and submit a LOMR Application to FEMA.

2633 CAMINO RAMON, SUITE 350 • SAN RAMON, CALIFORNIA 94583 • (925) 866-0322 • [www.cbandg.com](http://www.cbandg.com)

Description of Work

- B. Processing and Revisions
  - 1. Process the LOMR with FEMA and respond to additional information requests from FEMA reviewers.
  - 2. Revise the LOMR materials as necessary to address FEMA or City of Alameda comments.

- C. Miscellaneous Tasks and Meetings

- 1. Perform miscellaneous tasks and prepare miscellaneous exhibits as requested by Client.
- 2. Attend meetings as requested by Client.

**III. Task 3 – Outfall Permitting Assistance**

- A. Stormwater Outfall Details

- 1. Field Survey
  - a. Perform a field survey of existing conditions at each proposed outfall location (Assume 5).
  - b. Perform a field survey of a sample of existing outfalls to be abandoned (Assume 5).
- 2. Outfall Plans
  - a. Prepare Preliminary Construction Plans (30%) and details for each proposed outfall location.
  - b. Calculate the amount of proposed fill within the jurisdictional waters.

- B. Preliminary Stormwater Management Plan

- 1. Prepare a Preliminary Stormwater Management Plan based on the stormwater system information presented in the Master Infrastructure Plan.
- 2. Prepare a Stormwater Quality Schematic Figures for the project site depicting the anticipated stormwater facilities within each sub district. The figures will also depict how the stormwater facilities will be incrementally implemented within Alameda Point to comply with the Municipal Regional Permit (MRP).

Description of Work

- C. Application Preparation Assistance
  - 1. Assist the team in preparing and reviewing the various application materials, preparation of maps and figures and other elements of the application as needed.
- D. Meetings and Coordination
  - 1. Attend meetings and coordination with the Consultant Team as requested.
- E. Revisions and Processing
  - 1. Prepare revisions and assist with processing of revisions as requested.

**IV. Task 4 – Contingency and Master Infrastructure Plan Implementation**

- A. Miscellaneous Task and Exhibits
  - 1. Perform miscellaneous tasks and prepare miscellaneous exhibits as requested by Client, including but not limited to:
    - Assist with implementation efforts of the Master Infrastructure Plan (MIP);
    - Review potential development proposals for consistency with the MIP;
    - Analyze phasing opportunities;
    - Prepare Infrastructure Cost Estimates;
    - Prepare miscellaneous exhibits;
    - Attend meetings;
    - Coordinate with City Staff and other consultants.

**V. Reimbursables**

- A. Printing and Computer Plots.
- B. Delivery Services and UPS.
- C. Acquisition of Record Materials.
- D. Mileage, Tolls and Parking

**VI. Assumptions**

- A. The FEMA existing flood zone analysis will be based on the design level existing topography that our office compiled in 2007. As well as FEMA's current effective model for coastal flooding within the San Francisco Bay.

Description of Work

- B. Fees will be charged per the attached Standard Hourly Charge Rate Schedule, which is in effect through June 30, 2014. The estimated fee amounts are for budget purposes only. Certain line items may be exceeded; the total estimated fee will not be exceeded without authorization

VII. Exclusions

- A. Record of Survey.
- B. Preliminary Title Report.
- C. Wave / wind run-up model of Alameda Point.
- D. Flood Zone mapping on the Federally retained lands.
- E. CLOMR for proposed flood protection system.



Budget

**Alameda Point  
2014 Tasks  
Alameda, California**

<u>Description of Work</u>	<u>Budget</u>
<b>I. Task 1 - Phase 2 Navy Conveyance</b>	
A. Finalize the Phase 2 Navy Conveyance Areas	\$ 7,500
B. Legal Descriptions and Plat Maps (Assume 10)	\$ 15,000
C. Meetings and Processing	\$ 7,500
<b>Subtotal Task 1</b>	<b>\$ 30,000</b>
<b>II. Task 2 - Letter of Map Revision - Existing Conditions</b>	
A. Letter of Map Revision	\$ 25,000
B. Processing and Revisions	\$ 10,000
C. Miscellaneous Tasks and Meetings	\$ 5,000
<b>Subtotal Task 2</b>	<b>\$ 40,000</b>
<b>III. Task 3 - Outfall Permitting Assistance</b>	
A. Stormwater Outfall Details	\$ 8,500
B. Preliminary Stormwater Management Plan	\$ 22,500
C. Application Preparation Assistance	\$ 13,500
D. Meetings and Coordination	\$ 10,000
E. Revisions and Processing	\$ 10,000
<b>Subtotal Task 3</b>	<b>\$ 64,500</b>

<u>Description of Work</u>	<u>Estimated Fee</u>
<b>IV. Task 4 - Contingency and Master Infrastructure Plan Implementation</b>	
A. Miscellaneous Tasks and Exhibits	\$ 20,000
	<b>Subtotal Task 4 \$ 20,000</b>
V. Reimbursables Budget (Cost + 10%)	\$ 3,000
	<b>Total \$ 157,500 Plus Reimbursables</b>

Fees will be charged per the attached Standard Hourly Charge Rate Schedule, which is in effect through June 30, 2014. The estimated fee amounts are for budget purposes only. Certain line items may be exceeded; the total estimated fee will not be exceeded without authorization.



**Carlson, Barbee  
& Gibson, Inc.**

CIVIL ENGINEERS • SURVEYORS • PLANNERS

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**STANDARD HOURLY CHARGE RATE SCHEDULE**

**Effective through June 30, 2014**

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**Engineering**

Project Manager .....	\$175 - \$190
Senior Engineer .....	\$170 - \$190
Project Engineer .....	\$160
Design Engineer .....	\$145
Associate Engineer .....	\$130

**Planning**

Senior Planner .....	\$170
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**Surveying**

Survey Manager .....	\$190
Senior Surveyor .....	\$170
Office Surveyor .....	\$145
Party Chief .....	\$160
Chainman .....	\$ 80

**Drafting**

CAD Technician II .....	\$115
CAD Technician I .....	\$100

**Administration**

Clerical .....	\$ 55
Reimbursables .....	Cost Plus 10%

**Management**

Principal .....	\$220
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