



PONTICELLO ENTERPRISES  
CONSULTING ENGINEERS, INC.  
*Serving Public Agencies since 1999*

25  
Years

October 8, 2024

To: Stephanie Cormier, Chief Assistant Director, Yolo County Community Services

From: Alan Mitchell, P.E., President, Ponticello Enterprises

**RE: Project Management Services – Amendment #10**

I understand that the County would like to extend our contract to provide project management for the NDM Waterline and landscape irrigation study (Project) at its discretion. As requested, Ponticello Enterprises (PE) is pleased to provide this proposal to continue providing project management services.

**PROJECT MANAGEMENT SCOPE OF SERVICES**

A. General

- PE will provide the services and report directly to you, and coordinate with other County staff, staff from other agencies, and consultants.
- PE will represent the County in all activities related to the Project through completion.
- PE will coordinate with you on all project elements to ensure that the project stays on time and within budget.
- Attend County team meetings and community meetings as requested.
- Provide peer review for landscape irrigation study and any other assistance requested.
- Coordinate with the City of Davis Finance Department to establish property water meter IDs.

B. Funding/Financing

- Coordinate with consultants, County staff, and other agencies to prepare and upload necessary documentation for various funding applications.
- Coordinate with the agencies and property owners on finalizing and executing the Water-Use Agreement(s).
- Follow up with the awarding agency until funding is approved.
- Coordinate with awarding agency with information during the Project and provide necessary follow-through on closeout documentation for the funding program.

C. NDM Waterline Construction

- Monitor consultant activities and process monthly invoices through the County.
- Coordinate with the State for status updates and reimbursements.
- Periodically attend construction meetings.
- Assist the County with communication of construction progress to CSA.
- Coordinate directly with City of David staff as needed for project support and information.
- Coordinate with permitting agencies, County, West Yost, and CM for inspection and final acceptance of construction contract work.

D. Closeout

- Coordinate with county staff on archiving project records.

**PROJECT MANAGEMENT TIME EXTENSION**

The term of the agreement shall be extended to December 31, 2025.

**PROJECT MANAGEMENT FEE PROPOSAL**

Compensation for this Amendment is estimated to be \$50,000. Compensation will be based on actual time and materials expended, using the current 2024/25 Rate Schedule, which is attached. The fee shall not exceed the budgeted amount without prior written approval by the County.



**2024/25 HOURLY RATE SCHEDULE**  
**Project Management Services – North Davis Meadows Water**

<b><u>ENGINEERING</u></b>	<b><u>RATE</u></b>
Principal Professional Engineer	\$215.00
City/County Engineer	\$200.00
Senior Civil Engineer/Project Manager	\$190.00
Associate Civil Engineer/Project Engineer	\$160.00
Assistant Project Manager	\$150.00
Assistant Engineer/Assistant Planner	\$130.00
Senior Construction Inspector	\$130.00
Construction Inspector	\$120.00
Senior Engineering Technician/Planner	\$140.00
Junior Engineer/Engineering Technician	\$115.00
Engineering Intern	\$75.00
<b><u>ADMINISTRATION</u></b>	
Office Technician	\$80.00
Word Processor	\$60.00

**REIMBURSABLE EXPENSES**

- Vehicle Mileage is invoiced at the current federal rate
- Expenses and sub-consultants are invoiced at cost plus 10%
- Vehicle mileage is charged for travel from the Team Members office.
- The listed rates are for straight time. On certain classifications, overtime will be charged at 1.25 times the standard hourly rates. Sundays and holidays will be charged at 1.6 times the standard hourly rates.

Rate Schedule is applicable through December 31, 2025.