

TASK ORDER NO. CSG-2024-02
TO MASTER PROFESSIONAL CIVIL ENGINEERING SERVICES AGREEMENT

This Task Order No. CSG-2024-02 ("Task Order") is made and entered into by and between the City of Foster City/Estero Municipal Improvement District ("City/District") and CSG Consultants ("Consultant").

RECITAL

- A. City/District and Consultant entered into an agreement entitled Master Professional Civil Engineering Services Agreement ("Agreement") on July 18, 2022, by which the Consultant agreed to perform Civil Engineering services in accordance with Task Orders issued by the City/District.

NOW, THEREFORE, THE PARTIES HEREBY AGREE AS FOLLOWS:

1. INCORPORATION BY REFERENCE. This Task Order hereby incorporates by reference all items and conditions set forth in the Agreement.
2. SCOPE OF TASK ORDER. Consultant shall perform the services described in Exhibit "A," attached hereto and incorporated herein by reference, in accordance with the terms and conditions of the Agreement.
3. PAYMENT. For services performed by Consultant in accordance with this Task Order, City/District will compensate Consultant in accordance with the terms and conditions and at the hourly rates set forth in the Agreement and in the manner described in Exhibit "A". For projects that are not reimbursed to City/District through deposit accounts ("City/District Projects"), the compensation paid to CONSULTANT shall not exceed One Hundred Thousand Dollars (\$100,000). For projects and/or tasks that are reimbursed to City/District through deposit accounts ("Reimbursable Projects"), there shall be no maximum compensation limit.
4. SIGNATURES. The individuals executing this Task Order represent and warrant that they have the right, power, legal capacity, and authority to enter into and to execute this Task Order on behalf of the respective legal entities of the Consultant and the City/District.

IN WITNESS WHEREOF, the City and Consultant do hereby agree to the full performance of the terms set forth herein.

City of Foster City/District

Consultant

By: Patrick Sullivan, Mayor/District President

By: Cyrus Kianpour, President

Date: _____

Date: _____

Tax ID No.: 91-2053749

EXHIBIT A
SERVICES TO BE PROVIDED, PAYMENTS, PROJECTS, AND SCHEDULE,
PROFESSIONAL ON-CALL CIVIL ENGINEERING SERVICES
TASK ORDER CSG-2024-02

This is an Exhibit attached to and made a part of and incorporated by reference to the Master Professional Civil Engineering Services Agreement dated July 18, 2022, by and between CSG Consultants, hereinafter referred to as "**CONSULTANT**" and the City of Foster City/Estero Municipal Improvement District, hereinafter referred to as "**CITY/DISTRICT**" providing for professional services.

1. DESCRIPTION OF THE PROJECT:

Provide on-call professional engineering and staff augmentation services associated with the review of building permit applications for utilities and wireless permit installations and CIP Project implementation, and other duties as required. On an "as needed" basis, review multiple permit applications from third party vendors to modify the City's existing streetlights to accommodate new communications equipment.

Review the existing and proposed structural plans and calculations.

Civil, landscape, utilities and all other potential aspects required for the design will **NOT** be included in structural reviews.

2. PAYMENTS:

- 2.1 Services shall be provided by an Associate Engineer at the rate set forth in the attached fee schedule.
- 2.2 The maximum payment to CONSULTANT under this Task Order for City/District Projects shall not exceed \$100,000.
- 2.3 There shall be no maximum payment to CONSULTANT under this Task Order for Reimbursable Projects/Tasks.
- 2.4 Invoices will be billed on a time and material basis. Invoices shall specify the building permit or encroachment permit application associated with the review or CIP project number, number of hours, hourly rate for all personnel, materials used and cost for materials by permit, if more than one permit is included on the invoice.
- 2.5 Consultant shall furnish a monthly summary for both City/District Projects and Reimbursable Projects that shall include the following:
 - 2.5.1 Narrative of specific accomplishments, inspections, etc. during the reporting period.
 - 2.5.2 Current period and cumulative expenditures under this Task Order to date.
 - 2.5.3 Approved budget and balance remaining for City projects.
 - 2.5.4 Itemization by project (e.g.; development or CIP).
 - 2.5.5 Actual cost to complete each task within each project.

2.6 Invoices are to be submitted monthly. The invoice shall be accompanied by a cost breakdown by assignment, in approved format.

3. **SCHEDULE:**

All on-call plan review services under this Task Order will be provided at the charge rates listed in the attached Fee Schedule.

The turnaround times indicated in the table below are for wireless permit review only:

Review Type	First Review (Business Days)	Subsequent Reviews (Business Days)
Standard	4	3
Revisions, RFIs, Deferred Submittals	4	3

4. **DELIVERABLES:** CONSULTANT's deliverables under the Task Order include but are not limited to the following:

- a. Small Cell Site and Utility permit reviews
- b. Structural review
- c. Encroachment Permit review
- d. CIP Project support
- e. NPDES program support
- f. Final maps, Subdivision Maps, Easement review
- g. Building permit plan check review
- h. Private Land Development review
- i. Other services as required

Exhibit A
Fee Schedule

CSG Engineering Division Hourly Rates

Calendar Year 2024

San Francisco Bay Area



CSG Consultants' services are billed on a time-and-materials basis according to our standard rates, shown below.

PROFESSIONAL ENGINEERING SERVICES	HOURLY RATE
Administrative Assistant	\$90
Analyst	\$150
Construction Inspector	\$165
Assistant Resident Engineer	\$195
Assistant Engineer	\$165
Associate Engineer	\$200
Associate Surveyor	\$195
Senior Construction Inspector	\$185
Senior Engineer	\$220
Senior Land Surveyor	\$220
Resident Engineer	\$240
Structure Representative	\$240
Senior Project Manager	\$245
Principal Engineer	\$270
Senior Principal Engineer	\$290
Two-Person Survey Crew	\$395

All hourly rates include overhead costs including, but not limited to, salaries, benefits, workers' compensation insurance, travel and office expenses. CSG will coordinate the pickup and return of plans between CSG and agency offices. Overtime services and services provided outside of normal business hours will be billed at 1.5x the applicable hourly rate. On July 1 of each year following the contract start year, CSG will initiate a rate increase based on change in CPI for the applicable region. CSG will deliver an invoice every month for services rendered during the previous month.