

Funding for the FCA and Reserve Study was allocated for FY20. On June 28, 2019, Carson City released RFQ# 1920-041 Carson City Facilities Assessment & Reserve Study to solicit proposals from interested parties.

Background/Issues & Analysis

A formal Request for Qualifications was released on June 28, 2019 and proposals were accepted through 2pm on August 4, 2019. Eight proposals were received and the Review and Selection Committee selected Faithful + Gould, Inc., to recommend to the Board for award.

Faithful + Gould was selected above the other firms because: 1) they have a comprehensive hierarchy for classification of assets based on industry standards in accordance with the ASTM E2018-15 Standard Guide for Property Condition Assessments; 2) they utilize a more refined method for cost estimating which includes RS Means data (the primary construction industry database for detailed construction cost information) along with their own cost database that is based on historical and regional information; 3) their reports were more in depth and provided more analytics; and 4) their team has comprehensive experience on projects of a similar size and scope.

Applicable Statute, Code, Policy, Rule or Regulation

NRS Chapter 332

Financial Information

Is there a fiscal impact? Yes

If yes, account name/number: GIS Professional Services/1013015-500309, Stormwater Professional Services/5053702-500309, Water Professional Services/5203502-500309, Wastewater Professional Services/5103201-500309, Landfill Professional Services/1013904-500309

Is it currently budgeted? Yes

Explanation of Fiscal Impact: Account #: 1013015-500309 will be reduced by \$149,573; the available budget is \$217,310. Account #: 5053702-500309 will be reduced by \$4,480; the available budget is \$25,072. Account #: 5203502-500309 will be reduced by \$21,415; the available budget is \$33,810. Account #: 5103201-500309 will be reduced by \$25,690; the available budget is \$250,013. Account #: 1013904-500309 will be reduced by \$1,110; the available budget is \$110,188.

Alternatives

Do not approve the contract and provide alternative direction to staff.

Attachments:

[1920-041 Draft Contract.pdf](#)

Board Action Taken:

Motion: _____	1) _____	Aye/Nay
	2) _____	_____

(Vote Recorded By)

PROFESSIONAL SERVICES CONSULTANT AGREEMENT

Contract No. 1920-041

Title: Carson City Facilities Condition Assessment and Reserve Study

THIS CONTRACT is made and entered into this _____ day of _____, 2019, by and between Carson City, a consolidated municipality, a political subdivision of the State of Nevada, hereinafter referred to as "CITY", and Faithful + Gould Inc., hereinafter referred to as "CONSULTANT".

WITNESSETH:

WHEREAS, the Purchasing and Contracts Manager for **CITY** is authorized pursuant to Nevada Revised Statutes (hereinafter referred to as "NRS") 332 and 338 and Carson City Purchasing Resolution #1990-R71, to approve and accept this Contract as set forth in and by the following provisions; and

WHEREAS, this Contract (does involve___) (does not involve _X_) a "public work" construction project, which pursuant to NRS 338.010(17) means any project for the new construction, repair or reconstruction of an applicable project financed in whole or in part from public money; and

WHEREAS, CONSULTANT'S compensation under this agreement (does ___) (does not _X_) utilize in whole or in part money derived from one or more federal grant funding source(s); and

WHEREAS, it is deemed necessary that the services of **CONSULTANT** for **CONTRACT No. 1920-041** (hereinafter referred to as "Contract") are both necessary and in the best interest of **CITY**; and

NOW, THEREFORE, in consideration of the aforesaid premises, and the following terms, conditions and other valuable consideration, the parties mutually agree as follows:

1. REQUIRED APPROVAL:

This Contract shall not become effective until and unless approved by the Carson City Board of Supervisors.

2. SCOPE OF WORK (Incorporated Contract Documents):

2.1 **CONSULTANT** shall provide and perform the following services set forth in **Exhibit A**, which shall all be attached hereto and incorporated herein by reference for and on behalf of **CITY** and hereinafter referred to as the "SERVICES".

2.2 **CONSULTANT** represents that it is duly licensed by **CITY** for the purposes of performing the SERVICES.

2.3 **CONSULTANT** represents that it is duly qualified and licensed in the State of Nevada for the purposes of performing the SERVICES.

For P&C Use Only	
CCBL expires	_____
GL expires	_____
AL expires	_____
PL expires	_____
WC expires	_____

PROFESSIONAL SERVICES CONSULTANT AGREEMENT

Contract No. 1920-041

Title: Carson City Facilities Condition Assessment and Reserve Study

2.4 **CONSULTANT** represents that it and/or the persons it may employ possess all skills and training necessary to perform the SERVICES described herein and required hereunder. **CONSULTANT** shall perform the SERVICES faithfully, diligently, in a timely and professional manner, to the best of its ability, and in such a manner as is customarily performed by a person who is in the business of providing such services in similar circumstances. **CONSULTANT** shall be responsible for the professional quality and technical accuracy of all SERVICES furnished by **CONSULTANT** to **CITY**.

2.5 **CONSULTANT** represents that neither the execution of this Contract nor the rendering of services by **CONSULTANT** hereunder will violate the provisions of or constitute a default under any other contract or agreement to which **CONSULTANT** is a party or by which **CONSULTANT** is bound, or which would preclude **CONSULTANT** from performing the SERVICES required of **CONSULTANT** hereunder, or which would impose any liability or obligation upon **CITY** for accepting such SERVICES.

2.6 Before commencing with the performance of any work under this Contract, **CONSULTANT** shall obtain all necessary permits and licenses as may be necessary. Before and during the progress of work under this Contract, **CONSULTANT** shall give all notice and comply with all the laws, ordinances, rules and regulations of every kind and nature now or hereafter in effect promulgated by any Federal, State, County, or other Governmental Authority, relating to the performance of work under this Contract. If **CONSULTANT** performs any work that is contrary to any such law, ordinance, rule or regulation, it shall bear all the costs arising therefrom.

2.7 Special Terms and Conditions for Engineers, Architects, and Land Surveying/Testing:
(OMITTED)

2.8 CITY Responsibilities:

2.8.1 **CITY** shall make available to **CONSULTANT** all technical data that is in **CITY'S** possession, reasonably required by **CONSULTANT** relating to the SERVICES.

2.8.2 **CITY** shall provide access to and make all provisions for **CONSULTANT** to enter upon public and private lands, to the fullest extent permitted by law, as reasonably required for **CONSULTANT** to perform the SERVICES.

2.8.3 **CITY** shall examine all reports, correspondence, and other documents presented by **CONSULTANT** upon request of **CITY**, and render, in writing, decisions pertaining thereto within a reasonable time so as not to delay the work of **CONSULTANT**.

2.8.4 It is expressly understood and agreed that all work done by **CONSULTANT** shall be subject to inspection and acceptance by **CITY** and approval of SERVICES shall not forfeit the right of **CITY** to require correction, and nothing contained herein shall relieve **CONSULTANT** of the responsibility of the SERVICES required under the terms of this Contract until all SERVICES have been completed and accepted by **CITY**.

3. CONTRACT TERM:

3.1 This Contract shall be effective from September 30, 2019, subject to Carson City Board of Supervisors' approval (anticipated to be September 19, 2019) to December 31, 2020, unless sooner terminated by either party as specified in **Section 7** (CONTRACT TERMINATION).

PROFESSIONAL SERVICES CONSULTANT AGREEMENT

Contract No. 1920-041

Title: Carson City Facilities Condition Assessment and Reserve Study

4. NOTICE:

4.1 Except any applicable bid and award process where notices may be limited to postings by **CITY** on its Bid Opportunities website (www.carson.org), all notices or other communications required or permitted to be given under this Contract shall be in writing and shall be deemed to have been duly given if delivered personally in hand, by e-mail, by regular mail, by telephonic facsimile with simultaneous regular mail, or by certified mail, return receipt requested, postage prepaid on the date posted, and addressed to the other party at the address specified below.

4.2 Notice to **CONSULTANT** shall be addressed to:

Dean M. Leonard, Vice President
Faithful + Gould Inc.
555 Double Eagle Ct #2000
Reno, NV 89521
775.828-1622
dean.leonard@fgould.com

4.3 Notice to **CITY** shall be addressed to:

Carson City Purchasing and Contracts Department
Carol Akers, Purchasing and Contracts Administrator
201 North Carson Street, Suite 2
Carson City, NV 89701
775-283-7362 / FAX 775-887-2286
CAkers@carson.org

5. COMPENSATION:

5.1 The parties agree that **CONSULTANT** will provide the SERVICES specified in **Section 2** (SCOPE OF WORK) and **CITY** agrees to pay **CONSULTANT** the Contract's compensation based upon Time and Materials and the Scope of Work Fee Schedule for a not to exceed maximum amount of Two Hundred Two Thousand Two Hundred Sixty Eight Dollars and 00/100 (\$202,268.00), and hereinafter referred to as "Contract Sum".

5.2 Contract Sum represents full and adequate compensation for the completed SERVICES, and includes the furnishing of all materials; all labor, equipment, tools, and appliances; and all expenses, direct or indirect, connected with the proper execution of the SERVICES.

5.3 **CONSULTANT** shall provide **CITY** with a scope of work for each task to be completed and if approved by the Public Works Director, **CONSULTANT** will be provided a "Task Order" authorizing the work.

5.4 **CITY** has provided a sample invoice and **CONSULTANT** shall submit its request for payment using said sample invoice.

5.5 Payment by **CITY** for the SERVICES rendered by **CONSULTANT** shall be due within thirty (30) calendar days from the date **CITY** acknowledges that the performance meets the requirements of this Contract or from the date the correct, complete, and descriptive invoice is received by **CITY** employee designated on the sample invoice, whichever is the later date.

PROFESSIONAL SERVICES CONSULTANT AGREEMENT

Contract No. 1920-041

Title: Carson City Facilities Condition Assessment and Reserve Study

5.6 CITY does not agree to reimburse CONSULTANT for expenses unless otherwise specified.

6. TIMELINESS OF BILLING SUBMISSION:

6.1 The parties agree that timeliness of billing is of the essence to this Contract and recognize that CITY is on a fiscal year which is defined as the period beginning July 1 and ending June 30 of the following year. All billings for dates of service prior to July 1 must be submitted to CITY no later than the first Friday in August of the same year. A billing submitted after the first Friday in August will subject CONSULTANT to an administrative fee not to exceed \$100.00. The parties hereby agree this is a reasonable estimate of the additional costs to CITY of processing the billing as a stale claim and that this amount will be deducted from the stale claim payment due to CONSULTANT.

7. CONTRACT TERMINATION:

7.1 Termination Without Cause:

7.1.1 Any discretionary or vested right of renewal notwithstanding, this Contract may be terminated upon written notice by mutual consent of both parties or unilaterally by either party without cause.

7.1.2 CITY reserves the right to terminate this Contract for convenience whenever it considers termination, in its sole and unfettered discretion, to be in the public interest. In the event that the Contract is terminated in this manner, payment will be made for SERVICES actually completed. If termination occurs under this provision, in no event shall CONSULTANT be entitled to anticipated profits on items of SERVICES not performed as of the effective date of the termination or compensation for any other item, including but not limited to, unabsorbed overhead. CONSULTANT shall require that all subcontracts which it enters related to this Contract likewise contain a termination for convenience clause which precludes the ability of any subconsultant to make claims against CONSULTANT for damages due to breach of contract, of lost profit on items of SERVICES not performed or of unabsorbed overhead, in the event of a convenience termination.

7.2 Termination for Nonappropriation:

7.2.1 All payments and SERVICES provided under this Contract are contingent upon the availability of the necessary public funding, which may include various internal and external sources. In the event that Carson City does not acquire and appropriate the funding necessary to perform in accordance with the terms of the Contract, the Contract shall automatically terminate upon CITY'S notice to CONSULTANT of such nonappropriation, and no claim or cause of action may be based upon any such nonappropriation.

7.3 Cause Termination for Default or Breach:

7.3.1 A default or breach may be declared with or without termination.

7.3.2 This Contract may be terminated by either party upon written notice of default or breach to the other party as follows:

7.3.2.1 If CONSULTANT fails to provide or satisfactorily perform any of the conditions, work, deliverables, goods, or any SERVICES called for by this Contract within the time requirements specified in this Contract or within any granted extension of those time requirements; or

PROFESSIONAL SERVICES CONSULTANT AGREEMENT

Contract No. 1920-041

Title: Carson City Facilities Condition Assessment and Reserve Study

7.3.2.2 If any state, county, city or federal license, authorization, waiver, permit, qualification or certification required by statute, ordinance, law, or regulation to be held by **CONSULTANT** to provide the goods or SERVICES or any services required by this Contract is for any reason denied, revoked, debarred, excluded, terminated, suspended, lapsed, or not renewed; or

7.3.2.3 If **CONSULTANT** becomes insolvent, subject to receivership, or becomes voluntarily or involuntarily subject to the jurisdiction of the bankruptcy court; or

7.3.2.4 If **CITY** materially breaches any material duty under this Contract and any such breach impairs **CONSULTANT'S** ability to perform; or

7.3.2.5 If it is found by **CITY** that any quid pro quo or gratuities in the form of money, services, entertainment, gifts, or otherwise were offered or given by **CONSULTANT**, or any agent or representative of **CONSULTANT**, to any officer or employee of **CITY** with a view toward securing a contract or securing favorable treatment with respect to awarding, extending, amending, or making any determination with respect to the performing of such contract; or

7.3.2.6 If it is found by **CITY** that **CONSULTANT** has failed to disclose any material conflict of interest relative to the performance of this Contract.

7.4 Time to Correct (Declared Default or Breach):

7.4.1 Termination upon a declared default or breach may be exercised only after providing 7 (seven) calendar days written notice of default or breach, and the subsequent failure of the defaulting or breaching party, within five (5) calendar days of providing that default or breach notice, to provide evidence satisfactory to the aggrieved party demonstrating that the declared default or breach has been corrected. Time to correct shall run concurrently with any notice of default or breach and such time to correct is not subject to any stay with respect to the nonexistence of any Notice of Termination. Untimely correction shall not void the right to termination otherwise properly noticed unless waiver of the noticed default or breach is expressly provided in writing by the aggrieved party. There shall be no time to correct with respect to any notice of termination without cause or termination for nonappropriation.

7.5 Winding Up Affairs Upon Termination:

7.5.1 In the event of termination of this Contract for any reason, the parties agree that the provisions of this **Subsection 7.5** (Winding Up Affairs Upon Termination) survive termination:

7.5.1.1 The parties shall account for and properly present to each other all claims for fees and expenses and pay those which are undisputed and otherwise not subject to set off under this Contract. Neither party may withhold performance of winding up provisions solely based on nonpayment of fees or expenses accrued up to the time of termination; and

7.5.1.2 **CONSULTANT** shall satisfactorily complete SERVICES in progress at the agreed rate (or a pro rata basis if necessary) if so requested by **CITY**; and

7.5.1.3 **CONSULTANT** shall execute any documents and take any actions necessary to effectuate an assignment of this Contract if so requested by **CITY**; and

PROFESSIONAL SERVICES CONSULTANT AGREEMENT

Contract No. 1920-041

Title: Carson City Facilities Condition Assessment and Reserve Study

7.5.1.4 **CONSULTANT** shall preserve, protect, and promptly deliver into **CITY** possession all proprietary information in accordance Section 19 (CITY OWNERSHIP OF PROPRIETARY INFORMATION).

7.6 Notice of Termination:

7.6.1 Unless otherwise specified in this Contract, termination shall not be effective until seven (7) calendar days after a party has provided written notice of default or breach, or notice of without cause termination. Notice of Termination may be given at the time of notice of default or breach, or notice of without cause termination. Notice of Termination may be provided separately at any time after the running of the 7-day notice period, and such termination shall be effective on the date the Notice of Termination is provided to the party unless a specific effective date is otherwise set forth therein. Any delay in providing a Notice of Termination after the 7-day notice period has run without a timely correction by the defaulting or breaching party shall not constitute any waiver of the right to terminate under the existing notice(s).

8. REMEDIES:

Except as otherwise provided for by law or this Contract, the rights and remedies of the parties shall not be exclusive and are in addition to any other rights and remedies provided by law or equity, including, without limitation, actual damages, and to a prevailing party reasonable attorney's fees and costs. The parties agree that, in the event a lawsuit is filed and a party is awarded attorney's fees by the court, for any reason, the amount of recoverable attorney's fees shall not exceed the rate of \$125 per hour. **CITY** may set off consideration against any unpaid obligation of **CONSULTANT** to **CITY**.

9. LIMITED LIABILITY:

CITY will not waive and intends to assert available NRS Chapter 41 liability limitations in all cases. Contract liability of both parties shall not be subject to punitive damages. Liquidated damages shall not apply unless otherwise expressly provided for elsewhere in this Contract. Damages for any **CITY** breach shall never exceed the amount of funds appropriated for payment under this Contract, but not yet paid to **CONSULTANT**, for the fiscal year budget in existence at the time of the breach. **CONSULTANT'S** tort liability shall not be limited.

10. FORCE MAJEURE:

Neither party shall be deemed to be in violation of this Contract if it is prevented from performing any of its obligations hereunder due to strikes, failure of public transportation, civil or military authority, act of public enemy, accidents, fires, explosions, or acts of God, including, without limitation, earthquakes, floods, winds, or storms. In such an event the intervening cause must not be through the fault of the party asserting such an excuse, and the excused party is obligated to promptly perform in accordance with the terms of this Contract after the intervening cause ceases.

11. INDEMNIFICATION:

11.1 To the extent permitted by law, including, but not limited to, the provisions of NRS Chapter 41, each party shall indemnify, hold harmless and defend, not excluding the other's right to participate, the other party from and against all liability, claims, actions, damages, losses, and expenses, including but not limited to reasonable attorney's fees and costs, arising out of any alleged negligent or willful acts or omissions of the indemnifying party, its officers, employees and agents. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of the indemnity which would otherwise exist as to any party or person described in this Section.

11.2 As required by NRS 338.155, if this Contract involves a "public work" construction project as defined above, **CONSULTANT** shall defend, indemnify and hold harmless the **CITY**, and the employees, officers and agents of the public body from any liabilities, damages, losses, claims, actions or proceedings, including without limitation, reasonable attorney's fees, to the extent that such liabilities,

PROFESSIONAL SERVICES CONSULTANT AGREEMENT

Contract No. 1920-041

Title: Carson City Facilities Condition Assessment and Reserve Study

damages, losses, claims, actions or proceedings are caused by the negligence, errors, omissions, recklessness or intentional misconduct of the **CONSULTANT** or the employees or agents of the **CONSULTANT** in the performance of the Contract. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of the indemnity which would otherwise exist as to any party or person described in this section. However, with respect to any anticipated benefits to **CITY** resulting from the Scope of Work, **CONSULTANT** shall not be responsible or liable to **CITY** for any warranties, guarantees, fitness for a particular purpose or loss of anticipated profits resulting from any termination of this Contract. Additionally, **CONSULTANT** shall not be responsible for acts and decisions of third parties, including governmental agencies, other than **CONSULTANT'S** subcontractors, that impact project completion and/or success.

11.3 Except as otherwise provided in **Subsection 11.5** below, the indemnifying party shall not be obligated to provide a legal defense to the indemnified party, nor reimburse the indemnified party for the same, for any period occurring before the indemnified party provides written notice of the pending claim(s) or cause(s) of action to the indemnifying party, along with:

11.3.1 a written request for a legal defense for such pending claim(s) or cause(s) of action; and

11.3.2 a detailed explanation of the basis upon which the indemnified party believes that the claim or cause of action asserted against the indemnified party implicates the culpable conduct of the indemnifying party, its officers, employees, and/or agents.

11.4 After the indemnifying party has begun to provide a legal defense for the indemnified party, the indemnifying party shall not be obligated to fund or reimburse any fees or costs provided by any additional counsel for the indemnified party, including counsel through which the indemnified party might voluntarily choose to participate in its defense of the same matter.

11.5 After the indemnifying party has begun to provide a legal defense for the indemnified party, the indemnifying party shall be obligated to reimburse the reasonable attorney's fees and costs incurred by the indemnified party during the initial thirty (30) day period of the claim or cause of action, if any, incurred by separate counsel.

12. **INDEPENDENT CONTRACTOR:**

12.1 **CONSULTANT**, as an independent contractor, is a natural person, firm or corporation who agrees to perform SERVICES for a fixed price according to his or its own methods and without subjection to the supervision or control of the **CITY**, except as to the results of the SERVICES, and not as to the means by which the SERVICES are accomplished.

12.2 It is mutually agreed that **CONSULTANT** is associated with **CITY** only for the purposes and to the extent specified in this Contract, and in respect to performance of the contracted SERVICES pursuant to this Contract. **CONSULTANT** is and shall be an independent contractor and, subject only to the terms of this Contract, shall have the sole right to supervise, manage, operate, control, and direct performance of the details incident to its duties under this Contract.

12.3 Nothing contained in this Contract shall be deemed or construed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create any liability for **CITY** whatsoever with respect to the indebtedness, liabilities, and obligations of **CONSULTANT** or any other party.

12.4 **CONSULTANT**, in addition to **Section 11** (INDEMNIFICATION), shall indemnify and hold **CITY** harmless from, and defend **CITY** against, any and all losses, damages, claims, costs, penalties, liabilities, expenses arising out of or incurred in any way because of, but not limited to, **CONSULTANT'S** obligations or legal duties regarding any taxes, fees, assessments, benefits, entitlements, notice of benefits, employee's eligibility to work, to any third party, subcontractor, employee, state, local or federal governmental entity.

PROFESSIONAL SERVICES CONSULTANT AGREEMENT

Contract No. 1920-041

Title: Carson City Facilities Condition Assessment and Reserve Study

12.5 Neither **CONSULTANT** nor its employees, agents, or representatives shall be considered employees, agents, or representatives of **CITY**.

13. INSURANCE REQUIREMENTS (GENERAL):

13.1 NOTICE: The following general insurance requirements shall apply unless these general requirements are altered by any specific requirements set forth in CITY'S solicitation for bid document, the adopted bid or other document incorporated into this Contract by the parties.

13.2 **CONSULTANT**, as an independent contractor and not an employee of **CITY**, must carry policies of insurance in amounts specified and pay all taxes and fees incident hereunto. **CITY** shall have no liability except as specifically provided in this Contract.

13.3 **CONSULTANT** shall not commence work before: (1) **CONSULTANT** has provided the required evidence of insurance to **CITY** Purchasing and Contracts, and (2) **CITY** has approved the insurance policies provided by **CONSULTANT**.

13.4 Prior approval of the insurance policies by **CITY** shall be a condition precedent to any payment of consideration under this Contract and **CITY'S** approval of any changes to insurance coverage during the course of performance shall constitute an ongoing condition subsequent this Contract. Any failure of **CITY** to timely approve shall not constitute a waiver of the condition.

13.5 *Insurance Coverage (13.6 through 13.23):*

13.6 **CONSULTANT** shall, at **CONSULTANT'S** sole expense, procure, maintain and keep in force for the duration of this Contract the following insurance conforming to the minimum requirements specified below. Unless specifically specified herein or otherwise agreed to by **CITY**, the required insurance shall be in effect prior to the commencement of work by **CONSULTANT** and shall continue in force as appropriate until the later of:

13.6.1 Final acceptance by **CITY** of the completion of this Contract; or

13.6.2 Such time as the insurance is no longer required by **CITY** under the terms of this Contract.

13.6.3 Any insurance or self-insurance available to **CITY** under its coverage(s) shall be in excess of and non-contributing with any insurance required from **CONSULTANT**. **CONSULTANT'S** insurance policies shall apply on a primary basis. Until such time as the insurance is no longer required by **CITY**, **CONSULTANT** shall provide **CITY** with renewal or replacement evidence of insurance no less than thirty (30) calendar days before the expiration or replacement of the required insurance. If at any time during the period when insurance is required by this Contract, an insurer or surety shall fail to comply with the requirements of this Contract, as soon as **CONSULTANT** has knowledge of any such failure, **CONSULTANT** shall immediately notify **CITY** and immediately replace such insurance or bond with an insurer meeting the requirements.

13.7 *General Insurance Requirements (13.8 through 13.23):*

13.8 **Certificate Holder:** Each liability insurance policy shall list Carson City c/o Carson City Purchasing and Contracts, 201 N. Carson Street, Suite 2, Carson City, NV 89701 as a certificate holder.

13.9 **Additional Insured:** By endorsement to the general liability insurance policy evidenced by **CONSULTANT**, The City and County of Carson City, Nevada, its officers, employees and immune contractors shall be named as additional insureds for all liability arising from this Contract.

13.10 **Waiver of Subrogation:** Each liability insurance policy shall provide for a waiver of subrogation as to additional insured, unless:

13.10.1 **CONSULTANT** maintains an additional \$5,000,000.00 umbrella policy in lieu of the Waiver of Subrogation Clause.

PROFESSIONAL SERVICES CONSULTANT AGREEMENT

Contract No. 1920-041

Title: Carson City Facilities Condition Assessment and Reserve Study

13.11 **Cross-Liability:** All required liability policies shall provide cross-liability coverage as would be achieved under the standard ISO separation of insureds clause.

13.12 **Deductibles and Self-Insured Retentions:** Insurance maintained by **CONSULTANT** shall apply on a first dollar basis without application of a deductible or self-insured retention unless otherwise specifically agreed to by **CITY**. Such approval shall not relieve **CONSULTANT** from the obligation to pay any deductible or self-insured retention. Any deductible or self-insured retention shall not exceed \$50,000.00 per occurrence, unless otherwise approved by **CITY**.

13.13 **Policy Cancellation:** Except for ten (10) calendar days notice for non-payment of premium, each insurance policy shall be endorsed to state that; without thirty (30) calendar days prior written notice to Carson City Purchasing and Contracts, the policy shall not be canceled, non-renewed or coverage and /or limits reduced or materially altered, and shall provide that notices required by this paragraph shall be sent by mail to Carson City Purchasing and Contracts, 201 N. Carson Street, Suite 2, Carson City, NV 89701.

13.14 **Approved Insurer:** Each insurance policy shall be issued by insurance companies authorized to do business in the State of Nevada or eligible surplus lines insurers acceptable to the State and having agents in Nevada upon whom service of process may be made, and currently rated by A.M. Best as "A-VII" or better.

13.15 **Evidence of Insurance:** Prior to commencement of work, **CONSULTANT** must provide the following documents to Carson City Purchasing and Contracts, 201 North Carson Street, Suite 2, Carson City, NV 89701:

13.16 **Certificate of Insurance:** The Acord 25 Certificate of Insurance form or a form substantially similar must be submitted to Carson City Purchasing and Contracts to evidence the insurance policies and coverages required of **CONSULTANT**.

13.17 **Additional Insured Endorsement:** An Additional Insured Endorsement (CG20 10 or C20 26), signed by an authorized insurance company representative, must be submitted to Carson City Purchasing and Contracts to evidence the endorsement of **CITY** as an additional insured per **Subsection 13.9** (Additional Insured).

13.18 **Schedule of Underlying Insurance Policies:** If Umbrella or Excess policy is evidenced to comply with minimum limits, a copy of the Underlying Schedule from the Umbrella or Excess insurance policy may be required.

13.19 **Review and Approval:** Documents specified above must be submitted for review and approval by **CITY** Purchasing and Contracts prior to the commencement of work by **CONSULTANT**. Neither approval by **CITY** nor failure to disapprove the insurance furnished by **CONSULTANT** shall relieve **CONSULTANT** of **CONSULTANT'S** full responsibility to provide the insurance required by this Contract. Compliance with the insurance requirements of this Contract shall not limit the liability of **CONSULTANT** or its subcontractors, employees or agents to **CITY** or others, and shall be in addition to and not in lieu of any other remedy available to **CITY** under this Contract or otherwise. **CITY** reserves the right to request and review a copy of any required insurance policy or endorsement to assure compliance with these requirements.

13.20 **COMMERCIAL GENERAL LIABILITY INSURANCE:**

13.20.1 *Minimum Limits required:*

13.20.2 Two Million Dollars (\$2,000,000.00) - General Aggregate.

13.20.3 Two Million Dollars (\$2,000,000.00) - Products & Completed Operations Aggregate.

13.20.4 One Million Dollars (\$1,000,000.00) - Each Occurrence.

13.20.5 Coverage shall be on an occurrence basis and shall be at least as broad as ISO

PROFESSIONAL SERVICES CONSULTANT AGREEMENT

Contract No. 1920-041

Title: Carson City Facilities Condition Assessment and Reserve Study

1996 form CG 00 01 (or a substitute form providing equivalent coverage); and shall cover liability arising from premises, operations, independent contractors, completed operations, personal injury, products, civil lawsuits, Title VII actions and liability assumed under an insured contract (including the tort liability of another assumed in a business contract).

13.21 BUSINESS AUTOMOBILE LIABILITY INSURANCE:

13.21.1 *Minimum Limit required:*

13.21.2 One Million Dollars (\$1,000,000.00) per occurrence for bodily injury and property damage.

13.21.3 Coverage shall be for "any auto", including owned, non-owned and hired vehicles. The policy shall be written on ISO form CA 00 01 or a substitute providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.

13.22 PROFESSIONAL LIABILITY INSURANCE (Architects, Engineers and Land Surveyors)

13.22.1 *Minimum Limit required:*

13.22.2 One Million Dollars (\$1,000,000.00).

13.22.3 Retroactive date: Prior to commencement of the performance of this Contract.

13.22.4 Discovery period: Three (3) years after termination date of this Contract.

13.22.5 A certified copy of this policy may be required.

13.23 WORKERS' COMPENSATION AND EMPLOYER'S LIABILITY INSURANCE:

13.23.1 **CONSULTANT** shall provide workers' compensation insurance as required by NRS Chapters 616A through 616D inclusive and Employer's Liability insurance with a minimum limit of \$500,000.00 each employee per accident for bodily injury by accident or disease.

13.23.2 **CONSULTANT** may, in lieu of furnishing a certificate of an insurer, provide an affidavit indicating that **CONSULTANT** is a sole proprietor; that **CONSULTANT** will not use the services of any employees in the performance of this Contract; that **CONSULTANT** has elected to not be included in the terms, conditions, and provisions of NRS Chapters 616A-616D, inclusive; and that **CONSULTANT** is otherwise in compliance with the terms, conditions, and provisions of NRS Chapters 616A-616D, inclusive.

14. BUSINESS LICENSE:

14.1 **CONSULTANT** shall not commence work before **CONSULTANT** has provided a copy of his Carson City business license to Carson City Purchasing and Contracts.

14.2 The Carson City business license shall continue in force until the later of: (1) final acceptance by **CITY** of the completion of this Contract; or (2) such time as the Carson City business license is no longer required by **CITY** under the terms of this Contract.

15. COMPLIANCE WITH LEGAL OBLIGATIONS:

CONSULTANT shall procure and maintain for the duration of this Contract any state, county, city, or federal license, authorization, waiver, permit, qualification or certification required by statute, ordinance, law, or regulation to be held by **CONSULTANT** to provide the goods or SERVICES or any services of this Contract. **CONSULTANT** will be responsible to pay all government obligations, including, but not limited to, all taxes, assessments, fees, fines, judgments, premiums, permits, and licenses required or imposed by law or a court. Real property and personal property taxes are the responsibility of **CONSULTANT** in accordance with NRS Chapter 361 generally and NRS 361.157 and 361.159, specifically regarding for profit activity. **CONSULTANT** agrees to be responsible for payment of any such government obligations not paid by its subcontractors during performance of this Contract. **CITY** may set-off against consideration due any delinquent government obligation.

PROFESSIONAL SERVICES CONSULTANT AGREEMENT

Contract No. 1920-041

Title: Carson City Facilities Condition Assessment and Reserve Study

If the CITY was required by NRS 332.039(1) to advertise or request a proposal for this Agreement, by signing this Agreement, the **CONSULTANT** provides a written certification that the **CONSULTANT** is not currently engaged in, and during the Term shall not engage in, a Boycott of Israel. The term "Boycott of Israel" has the meaning ascribed to that term in Section 3 of Nevada Senate Bill 26 (2017). The **CONSULTANT** shall be responsible for fines, penalties, and payment of any State of Nevada or federal funds that may arise (including those that the CITY pays, becomes liable to pay, or becomes liable to repay) as a direct result of the **CONSULTANT's** non-compliance with this Section.

16. WAIVER OF BREACH:

Failure to declare a breach or the actual waiver of any particular breach of this Contract or its material or nonmaterial terms by either party shall not operate as a waiver by such party of any of its rights or remedies as to any other breach.

17. SEVERABILITY:

If any provision contained in this Contract is held to be unenforceable by a court of law or equity, this Contract shall be construed as if such provision did not exist and the nonenforceability of such provision shall not be held to render any other provision or provisions of this Contract unenforceable.

18. ASSIGNMENT / DELEGATION:

To the extent that any assignment of any right under this Contract changes the duty of either party, increases the burden or risk involved, impairs the chances of obtaining the performance of this Contract, attempts to operate as a novation, or includes a waiver or abrogation of any defense to payment by **CITY**, such offending portion of the assignment shall be void, and shall be a breach of this Contract. **CONSULTANT** shall neither assign, transfer nor delegate any rights, obligations or duties under this Contract without the prior written approval of **CITY**. The parties do not intend to benefit any third party beneficiary regarding their respective performance under this Contract.

19. CITY OWNERSHIP OF PROPRIETARY INFORMATION:

Any files, reports, histories, studies, tests, manuals, instructions, photographs, negatives, blue prints, plans, maps, data, system designs, computer programs, computer codes, and computer records (which are intended to be consideration under this Contract), or any other documents or drawings, prepared or in the course of preparation by **CONSULTANT** (or its subcontractors) in performance of its obligations under this Contract shall be the exclusive property of **CITY** and all such materials shall be delivered into **CITY** possession by **CONSULTANT** upon completion, termination, or cancellation of this Contract. **CONSULTANT** shall not use, willingly allow, or cause to have such materials used for any purpose other than performance of **CONSULTANT'S** obligations under this Contract without the prior written consent of **CITY**. Notwithstanding the foregoing, **CITY** shall have no proprietary interest in any materials licensed for use by **CITY** that are subject to patent, trademark or copyright protection.

20. PUBLIC RECORDS:

Pursuant to NRS 239.010, information or documents received from **CONSULTANT** may be open to public inspection and copying. **CITY** will have the duty to disclose unless a particular record is made confidential by law or a common law balancing of interests. **CONSULTANT** may clearly label specific parts of an individual document as a "trade secret" or "confidential" in accordance with NRS 332.061, provided that **CONSULTANT** thereby agrees to indemnify and defend **CITY** for honoring such a designation. The failure to so label any document that is released by **CITY** shall constitute a complete waiver of any and all claims for damages caused by any release of the records.

21. CONFIDENTIALITY:

CONSULTANT shall keep confidential all information, in whatever form, produced, prepared, observed or received by **CONSULTANT** to the extent that such information is confidential by law or otherwise required by this

PROFESSIONAL SERVICES CONSULTANT AGREEMENT
Contract No. 1920-041
Title: Carson City Facilities Condition Assessment and Reserve Study

Contract.

22. FEDERAL FUNDING:

22.1 *In the event federal grant funds are used for payment of all or part of this Contract:*

22.1.1 **CONSULTANT** certifies, by signing this Contract, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency. This certification is made pursuant to the regulations implementing Executive Order 12549, Debarment and Suspension, 28 C.F.R. pt. 67, § 67.510, as published as pt. VII of the May 26, 1988, Federal Register (pp. 19160-19211), and any relevant program-specific regulations. This provision shall be required of every subcontractor receiving any payment in whole or in part from federal funds.

22.1.2 **CONSULTANT** and its subcontractors must be registered in the US Government System for Award Management (SAM) for verification on projects with federal funding.

22.1.3 **CONSULTANT** and its subcontractors shall comply with all terms, conditions, and requirements of the Americans with Disabilities Act of 1990 (P.L. 101-136), 42 U.S.C. 12101, as amended, and regulations adopted thereunder contained in 28 C.F.R. 26.101-36.999, inclusive, and any relevant program-specific regulations.

22.1.4 **CONSULTANT** and its subcontractors shall comply with the requirements of the Civil Rights Act of 1964, as amended, the Rehabilitation Act of 1973, P.L. 93-112, as amended, and any relevant program-specific regulations, and Executive Order 11478 (July 21, 2014) and shall not discriminate against any employee or offeror for employment because of race, national origin, creed, color, sex, sexual orientation, gender identity, religion, age, disability or handicap condition (including AIDS and AIDS-related conditions).

22.1.5 If and when applicable to the particular federal funding and the Scope of Work under this Contract, **CONSULTANT** and its subcontractors shall comply with: American Iron and Steel (AIS) provisions of P.L. 113- 76, Consolidated Appropriations Act, 2014, Section 1605 – Buy American (100% Domestic Content of iron, steel and manufactured goods); Federal Highway Administration (FHWA) 23 U.S.C. § 313 – Buy America, 23 C.F.R. § 635.410 (100% Domestic Content of steel, iron and manufactured products); Federal Transit Administration (FTA) 49 U.S.C. § 5323(j), 49 C.F.R. Part 661 – Buy America Requirements (See 60% Domestic Content for buses and other Rolling Stock).

23. LOBBYING:

23.1 The parties agree, whether expressly prohibited by federal law, or otherwise, that no funding associated with this Contract will be used for any purpose associated with or related to lobbying or influencing or attempting to lobby or influence for any purpose the following:

23.1.1 Any federal, state, county or local agency, legislature, commission, council or board;

23.1.2 Any federal, state, county or local legislator, commission member, council member, board member, or other elected official; or

23.1.3 Any officer or employee of any federal, state, county or local agency; legislature, commission, council or board.

24. STANDARD CARE:

CONSULTANT agrees that it will perform all SERVICES required hereunder in accordance with the prevailing

PROFESSIONAL SERVICES CONSULTANT AGREEMENT

Contract No. 1920-041

Title: Carson City Facilities Condition Assessment and Reserve Study

standard of care by exercising the skill and care normally required of individuals performing the same or similar SERVICES, under the same or similar circumstances, in the State of Nevada.

25. PROPER AUTHORITY:

The parties hereto represent and warrant that the person executing this Contract on behalf of each party has full power and authority to enter into this Contract. **CONSULTANT** acknowledges that this Contract is effective only after approval by the Carson City Board of Supervisors and only for the period of time specified in this Contract. Any SERVICES performed by **CONSULTANT** before this Contract is effective or after it ceases to be effective is performed at the sole risk of **CONSULTANT**.

26. ALTERNATIVE DISPUTE RESOLUTION (Public Work):

If the SERVICES under this Contract involve a "public work" as defined under NRS 338.010(17), then pursuant to NRS 338.150, a public body charged with the drafting of specifications for a public work shall include in the specifications a clause requiring the use of a method of alternative dispute resolution ("ADR") before initiation of a judicial action if a dispute arising between the public body and the **CONSULTANT** engaged on the public work cannot otherwise be settled. Therefore, unless ADR is otherwise provided for by the parties in any other incorporated attachment to this Contract, in the event that a dispute arising between **CITY** and **CONSULTANT** regarding that public work cannot otherwise be settled, **CITY** and **CONSULTANT** agree that, before judicial action may be initiated, **CITY** and **CONSULTANT** will submit the dispute to non-binding mediation. **CITY** shall present **CONSULTANT** with a list of three potential mediators. **CONSULTANT** shall select one person to serve as the mediator from the list of potential mediators presented by **CITY**. The person selected as mediator shall determine the rules governing the mediation.

27. GOVERNING LAW / JURISDICTION:

This Contract and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada, without giving effect to any principle of conflict-of-law that would require the application of the law of any other jurisdiction. **CONSULTANT** consents and agrees to the jurisdiction of the courts of the State of Nevada located in Carson City, Nevada for enforcement of this Contract.

28. ENTIRE CONTRACT AND MODIFICATION:

This Contract and its integrated attachment(s) constitute the entire Contract of the parties and such are intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other Contracts that may have been made in connection with the subject matter hereof. Unless an integrated attachment to this Contract specifically displays a mutual intent to amend a particular part of this Contract, general conflicts in language between any such attachment and this Contract shall be construed consistent with the terms of this Contract. Unless otherwise expressly authorized by the terms of this Contract, no modification or amendment to this Contract shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto and approved by the Carson City Board of Supervisors. Conflicts in language between this Contract and any other agreement between **CITY** and **CONSULTANT** on this same matter shall be construed consistent with the terms of this Contract. The parties agree that each has had their respective counsel review this Contract which shall be construed as if it was jointly drafted.

PROFESSIONAL SERVICES CONSULTANT AGREEMENT
Contract No. 1920-041
Title: Carson City Facilities Condition Assessment and Reserve Study

29. ACKNOWLEDGMENT AND EXECUTION:

This Contract may be executed in counterparts. The parties hereto have caused this Contract to be signed and intend to be legally bound thereby as follows:

CITY

Finance Department
Attn: Carol Akers, Purchasing & Contracts Administrator
Purchasing and Contracts Department
201 North Carson Street, Suite 2
Carson City, Nevada 89701
Telephone: 775-283-7362
Fax: 775-887-2286
CAkers@carson.org

CITY'S LEGAL COUNSEL

Carson City District Attorney

I have reviewed this Contract and approve as to its legal form.

By: _____
Sheri Russell, Chief Financial Officer

By: _____
Deputy District Attorney

Dated _____

Dated _____

CITY'S ORIGINATING DEPARTMENT
CONSULTANT will not be given authorization to begin work until this Contract has been signed by Purchasing and Contracts

BY: Carol Akers
Purchasing & Contracts Administrator

Account: 1013015 500309 \$149,573
5053702 500309 \$4,480
5203502 500309 \$21,415
5103201 500309 \$25,690
1013904 500309 \$1,110

By: _____

Dated _____

PROJECT CONTACT PERSON:

Dan Stucky, Project Manager
Telephone: 775-283-7084

PROFESSIONAL SERVICES CONSULTANT AGREEMENT

Contract No. 1920-041

Title: Carson City Facilities Condition Assessment and Reserve Study

Undersigned deposes and says under penalty of perjury: That he/she is **CONSULTANT** or authorized agent of **CONSULTANT**; that he/she has read the foregoing Contract; and that he/she understands the terms, conditions and requirements thereof.

CONSULTANT

BY: Dean M. Leonard

TITLE: Vice President

FIRM: Faithful + Gould Inc.

CARSON CITY BUSINESS LICENSE #: 19-_____

Address: 555 Double Eagle Ct #2000

City: Reno **State:** NV **Zip Code:** 89521

Telephone: 775-828-1622

E-mail Address: dean.leonard@fgould.com

(Signature of Consultant)

DATED _____

STATE OF _____)

)ss

County of _____)

Signed and sworn (or affirmed before me on this _____ day of _____, 20____.

(Signature of Notary)

(Notary Stamp)

PROFESSIONAL SERVICES CONSULTANT AGREEMENT

Contract No. 1920-041

Title: Carson City Facilities Condition Assessment and Reserve Study

CONTRACT ACCEPTANCE AND EXECUTION:

The Board of Supervisors for Carson City, Nevada at their publicly noticed meeting of September 19, 2019 approved the acceptance of the attached Contract hereinbefore identified as **CONTRACT No. 1920-041**. Further, the Board of Supervisors authorizes the Mayor of Carson City, Nevada to set his hand to this document and record his signature for the execution of this Contract in accordance with the action taken.

CARSON CITY, NEVADA

ROBERT L. CROWELL, MAYOR

DATED this 19th day of September 2019.

ATTEST:

AUBREY ROWLATT, CLERK-RECORDER

DATED this 19th day of September 2019.



Member of the SNC-Lavalin Group

Atkins
10509 Professional Circle
Suite 102
Reno, NV 89521

Your reference: Scope and Fee for RFQ#1920-041

atkinsglobal.com
snclavalin.com

Dan Stucky
City Engineer
Carson City Public Works
3505 Butti Way
Carson City, NV 89701-3498

05 September 2019

Dear Dan,

Per your request, I am submitting this proposal for providing services for the RFQ#1920-041 Carson City Facilities Assessment and Reserve Study on behalf of Atkins North America and Faithful + Gould. This proposal is for a lump sum contract with a total budget not to exceed \$202,268. The optional support services will only be included by written direction from the City Project Manager. Additionally, if any facilities noted in the scope of works (pages 8 and 9) are removed from the assessment, a commensurate reduction in the lump sum fee will be negotiated between the Faithful + Gould and City Project Managers.

Atkins North America and Faithful + Gould will provide services related to this contract as requested by Carson City Public Works and look forward to this opportunity.

Thank you for this opportunity and feel free to contact me anytime.

Brian Janes, P.E.
Project Director, Water Resources
775-789-9831

Members of the SNC-Lavalin Group
10509 Professional Circle | Suite 102 | Reno, NV 89521

Brian Janes
Project Director
☎ +1 775.789.9831
✉ brian.janes@atkinsglobal.com

Dean Leonard
Vice President - Strategic Facility Consulting
☎ +1 602.445.3570 📱 +1 480.286.5705
✉ dean.leonard@fgould.com



Carson City

Facilities Assessment and Reserve Study Scope of Works

September 5, 2019

Scope of Works

Our solutions will assist the City in providing a road-map of current and future needs which drives informed, sustainable business decisions by creating knowledge through the capture, management and analysis of raw property and operating data. With our extensive experience working with a wide range of public and private sector clients, we have developed an approach which provides comprehensive and defensible assessments, accurate cost and useful life projections and prioritized/return-on-investment focused recommendations proven to provide a higher likelihood of budget approval success.

Facility Condition Assessment Approach / Methodology

Faithful+Gould's published approach and methods for conducting assessments are recognized nationally as a benchmark for assessing and inventorying facility and infrastructure asset conditions.

We will follow the five key steps listed below to effectively manage facility and infrastructure assets:

- › Establish baseline asset inventory and important management information or features of the assets.
- › Establish meaningful baseline data about asset conditions through a detailed, structured assessment process.
- › Estimate short- and long-range asset renewal needs over the next 10 years using the data obtained from actual field analysis.
- › Utilize decision-support models to determine priorities and alternate reinvestment rates to obtain desired asset conditions.
- › Communicate the asset condition and impact on mission support to governing boards, senior management and line management responsible for maintaining the portfolio.

Six-Phase Methodology and Execution Work Plan

Faithful+Gould's approach to FCA is key to our success in delivering strategic advice to clients for more than 70 years. Our deliverable is best described through the six phases of our project methodology and plan shown below, which outlines the key high-level tasks and milestones.



Phase 1 | Planning and Coordination

The planning phase consists of gathering existing facility asset data and establishing points of communication and access prior to the assessment team's arrival on site.

Our team will work with the various facilities staff to assist and develop project-specific policies and procedures to provide consistent, relevant and quality product deliverables. Included in this phase, Faithful+Gould will interview key staff to better understand asset usage, maintenance history and related items that affects rates of consumption (i.e., wear and tear) that reduces useful life. This phase will incorporate multiple sources of information to assist the assessment team in making field determinations.

Our management approach is based upon a holistic, integrated approach. We believe this requires embracing a collaborative and communicative philosophy. Key steps we will take to successfully manage this FCA project include:

- › Project manager Dean Leonard will hold regular project progress meetings with the project director Brian Janes and key client stakeholders to provide status updates on schedule, performance and deliverables.
- › We will identify, engage and manage stakeholders early in the project.
- › Our assessors will meet with building managers and the facilities team to explain FCA process and establish

communication, channels for information flow and project scheduling.

- > Pre-inspection kick-off meetings at each agency.
- > Review FCA findings with the City and solicit feedback from stakeholders.
- > We will meet with facility staff to understand their software needs and scope out the integration and mapping file requirements to the future CMMS system.

Phase 2 | On-Site Data Capture

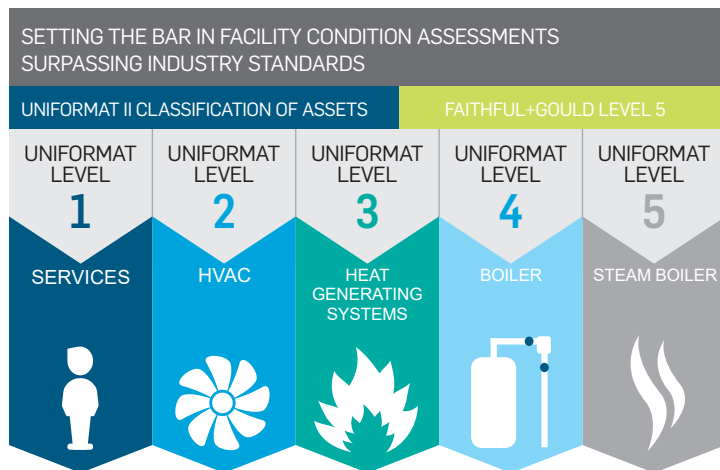
With knowledge and insight from the planning phase, our assessment team will carry out a thorough condition assessment of all buildings and conduct an asset inventory of all systems and equipment in accordance with the scope of work.

In many years of conducting FCAs of this nature, we have learned that the building risk register is often out of date and does not align with the actual building portfolio. During each site assessment, we will verify and reconcile information on the building list with actual site data and recommend changes to the building risk registers as necessary.

Our assessors utilize iPads in the field. This technology not only provides efficiency in data capture but reassurance that each assessor is working with quality-assured procedures by capturing data in the same manner to a pre-defined scope and work-flow developed to meet the goals of the project.

Our assessment teams will inspect and carry out a visual assessment of systems and equipment in each building. We will determine the current condition, average remaining useful life expectancy, assessment of building security, code violations, reason for the deficiency and effect on the structure or occupancy, together with required maintenance and repair works, in accordance with the developed scope. This includes performing the assessments in accordance with the ASTM E2018-15 Standard Guide for Property Condition Assessments.

Taking Assessment to a New Level



As part of our standard deliverable, we will utilize, the recognized industry hierarchy for classification of assets called UNIFORMAT II. We understand that UNIFORMAT II has three major levels of asset classifications with a suggested Level 4. Faithful+Gould recognizes the need for accurate detailed replacement costs of identified equipment.

Typical condition assessments are conducted at the system Level 3 or 4. Our standard methodology is based around a forensic style approach conducting assessments at a more detailed component Level 5. As you can see in the example graphic there are many different boilers all with different useful life and cost rates to replace which will provide you with a more accurate replacement schedule and cost plan.

Asset Inventory

With the use of handheld iPads, our assessment teams will inventory maintainable equipment within each building. We then prepare all equipment data on a structured flat file spreadsheet mapped to the future CMMS data dictionary which can be used to populate the existing CMMS system to manage equipment preventative maintenance. Our goal is to provide you with accurate data which the City can utilize as a basis to maintain the equipment over its lifetime.

Maintenance Practices

As part of each building assessment, the Faithful+Gould team will review the preventative and corrective maintenance of equipment and systems. Our assessment teams will speak with facility maintenance staff and review maintenance logs to determine the effectiveness to the maintenance program in extending the life of equipment.

We have extensive experience conducting full in-depth reviews of municipality maintenance plans and policies to compare against industry standards and provide recommendations for improvement. Our in-house expert in preventative maintenance is available to support the client in conducting an in depth review as required.

Phase 3 | Analysis of Data Sets

Our approach is centered on understanding the component deficiency, failure modes and triggers of asset equipment, facility systems and site improvements to develop a comprehensive management tool for future implementation of program recommendations. We will evaluate the component life-cycle of each system and equipment over a suggested 10-year planning horizon. We can extend the planning horizon to 20 – 30 years if necessary.

To develop a recommended life-cycle assessment, we do not rely upon published statistically Estimated Useful Life (EUL) data, which does not consider site-specific factors. Faithful+Gould understands that repairs and asset replacement needs may be required due to several contributing factors such as age, maintenance levels, location, and the utilization of the asset or system. Our experienced assessors will make the necessary adjustments to the benchmark data to reflect the conditions and factors associated with deficiency to provide a more realistic life-cycle assessment and capital expenditure plan.

For each asset we will determine:

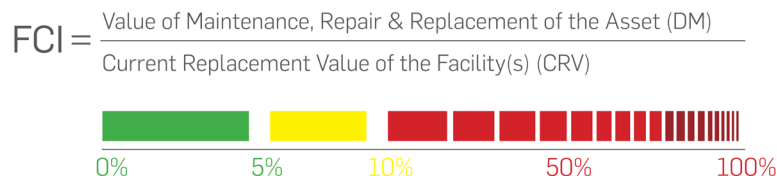
- > Install date
- > EUL - expected life from the time of installation to expected replacement extended life
- > Geographic location - atmospheric and environmental conditions greatly affect the EUL of equipment, e.g. equipment located in hot climates have significantly reduced EUL
- > Utilization rate - the EUL of assets can be significantly affected by the rate of utilization. For example, a standby duty pump installed at the same time as a standard duty pump will have a longer EUL. Building and infrastructure assets such as finishes, door closing devices, etc. will vary from a typical EUL if the utilization rate changes
- > Cause of failure / deterioration - Is the asset deteriorating in line with age? Or is some other factor causing an accelerated rate of deterioration?
- > Energy conservation - potential for energy conservation measures

Our methodology and approach will address the cycle of backlog maintenance and escalating reactive and preventative maintenance. The FCA and strategic expenditure plan will result in higher maintenance and capital improvement budget.

Data Analysis / Evaluation and Recommendations

Faithful+Gould will analyze the condition data collected and determine the cause and impact of the deficiency on the operation of the facility. We will utilize the FCI to benchmark asset conditions across the City’s portfolio. We will calculate the FCI for the facilities, illustrating the current and likely condition of the systems and equipment over time.

The graphic below illustrates the FCI calculation. The higher the value of repairs, the higher the FCI will be.



If the FCNI rating is 60% or greater then replacement of the asset/building should be considered instead of renewal.

Condition	Definition	Percentage Value
GOOD	In a new or well-maintained condition, with no visual evidence of wear, soiling or other deficiencies	0% to 5%
FAIR	Subject to wear, and soiling but is still in a serviceable and functioning condition	5% to 10%
POOR	Subjected to hard or long-term wear. Nearing the end of its useful or serviceable life.	Greater than 10%
V-POOR	Subjected to hard or long-term wear. Has reached the end of its useful or serviceable life. Renewal now necessary	Greater than 60%

The facility condition assessment can be used to identify facilities that have deteriorated beyond their useful life where further investment into repairs and renewal would not be recommended. Where applicable we will provide recommendation for facilities to be renewed which are considered beyond useful life and provide a cost analysis of the option to continue to repair versus renewal.

Priorities

The development of a methodology to determine the priority of each deficiency is crucial to the success of any FCA. Through consultation with the City’s executive team and facilities staff, we will develop a capital asset strategy by creating prioritization and deficiency categories that will be applied to each identified deficiency or plan item.

This will create additional consideration factors to provide strategic analysis and stakeholder reporting on different work priorities and potential budget streams.

The priorities and deficiency categories below are suggested and can be applied to each identified repair action. With an understanding of priority criticality of each action, the City will be able to effectively apply available funding to the most urgent and needed actions, based upon criticality, and will be able to develop a list of less critical actions that could be deferred to future fiscal years.

Priority Categories (Suggested)

Priority 1 Life Safety / Code Compliance	Compromises staff or public safety or when a system needs to be upgraded to comply with current codes and standards.
Priority 2: Currently Critical	A system or component is inoperable or compromised and requires immediate action.
Priority 3: Necessary / Not Critical	Maintain the integrity of the facility or component and replace those items that have exceeded their expected useful life.
Priority 4: Image / Reputation	System that has downgraded and requires refurbishment

See example priority chart within the FCA report included as part of the “Sample Deliverables”.

Deficiency Categories (Suggested)

We have illustrated below typical or suggested deficiency categories:

Plan Type 1 Deferred Maintenance	Maintenance that was not performed when it was scheduled or past its useful life, resulting in immediate repair or replacement.
Plan Type 2 Routine Maintenance	Maintenance that is planned and performed on a routine basis to maintain and preserve the condition
Plan Type 3 Capital Renewal	Planned replacement of building systems that have reached the end of their useful life.
Plan Type 4 Energy & Sustainability	When the repair or replacement of equipment or systems is recommended to improve energy and sustainability performance.

See example plan type chart within the FCA report included as part of the “Sample Deliverables”.

Added Value

Cost Estimating: One of the fundamental aspects of a successful FCA program is the accurate costing of recommendations. We have one of the most comprehensive databases of unit rate costs outside of national publications. Our team will use this data, as well as cost data from RS Means, to provide relevant and accurate pricing. Cost estimates will be provided in the line item capital expenditure forecast included in the data migration into the City's CMMS System and each FCA report. Our assessors are supported by a consistent group of professional cost estimators with experience supporting government clients. This group will be responsible for developing cost estimates for all repair and replacement projects that arise from the FCA. They will leverage historic data to develop accurate and defensible opinions of cost during this program.

Equipment Barcoding: At no cost to the City we can provide and install durable bar codes or optional QR Code on inventoried equipment as a value-added service at no additional cost to the city. Barcodes have a minimum 10-year manufacturers outdoor life and are chemical resistant, tear proof and smudge proof. These labels will be sequential numbered with a barcode format Code39 (or often referred to as Code 3 of 9) symbology which allows the use of digits and characters. The installation of equipment barcodes will not only allow the mobile identification of equipment in the future CMMS system but potential re-assessment in five -years' time to be more efficient as assets can be updated by scanning the barcode to bring up the equipment data.

Phase 4 | Data and Report Preparation

We will prepare comprehensive narrative and statistical reports together for each facility. The focus of the reports will be to provide identification of the extent of the deferred maintenance together with comprehensive and defensible information that will support strategic decisions about the economic use and viability of facilities and assets. Charts will summarize the prioritized budget expenditure for repair, maintenance and life-cycle component replacement needs in the form of reserve studies. We will develop detailed cost information supporting the inventory and replacement value of the assets.

Appendices will contain structured spreadsheets with capital asset inventory data, cross-referenced digital photo logs in support of the deficiencies noted during the assessment, methodologies, scope and definitions used.

We will prepare and issue, in addition to the individual building reports, a City-wide executive report pulling together all the results and needs across the city into one holistic report for stakeholder reporting and City council presentation.

Phase 5 | Quality Assurance Review

The Faithful+Gould team will perform a management overview function throughout the project, so activities meet the commitments and the intent of the City. Faithful+Gould has implemented various internal procedures related to work quality. For this project, Faithful+Gould will implement a five-step quality review process to ensure The City receives reporting data of the highest quality. The five-step review will involve a team of high-trained and highly-specialized data reviewers that will validate all assessment data and ensure all reports are aligned with the project scope. We have successfully completed the Lloyds Registered Quality Assurance Registry and hold the following certifications: ISO 9001 for Quality Management Systems (QMS), ISO 14001 for Environmental Management Systems (EMS) and OHSAS 18001 for Occupational Health & Safety Management Systems (SMS).

We will utilize the strict quality standards in accordance with our ISO 9001 quality assurance practice. For this project, Joe Kotila will take a leadership role in overseeing that our internal processes are maintained and that industry-recognized standards are current. We recognize the importance of a collaborative approach and value client input and feedback at key milestones of the project. Reports will be issued to facility staff on a phased basis throughout the duration of the project. Our project team will meet with facility staff and walk through the initial phase reports to provide an opportunity to review the content and layout and make any necessary amendments to the deliverable. The City will also have the opportunity to be engaged in client reviews of each phase throughout the course of the project to make sure the project and deliverables are meeting City expectations.

Phase 6 | Strategic Needs Capital Plan

Many FCAs are provided as a one-off snapshot in time and very quickly become out of date and redundant. Our FCA service will provide the City with a solution to support your ongoing business decisions. Our work with the City of Manhattan Beach team, for example, converted the FCA data into a strategic capital planning tool to identify prioritized projects and grouping them into meaningful executable projects with budget projections that fed into the CIP budget process that was presented to the City council.



Data Integration

The 4tell Asset Lifecycle Platform used by our team supports change to the full export of asset data which consists of distinct data interoperability workflows. The process includes a data and maintenance plan exchange workflow using the native import / export capabilities of 4tell to which we will apply a data mapping template tailored to the specific implementation of the CMMS at the City.

Since we manage the entire FCA data lifecycle within the 4tell platform, the process for data export to the City CMMS is very straightforward and error-free. Once the data has been reviewed and accepted by the City, the export file will be generated directly from the 4tell system in the prescribed format and ready for import directly into the City's CMMS system.

Fees

We have provided below a list of the proposed City buildings to be assessed together with an agreed NTE fee.

Agency	Name of Facility	Address	Use of Facility	Building Square Footage	Facility Square Footage	Year Built (approx.)
General Gov	Acquatic Facility	841 N. Roop St	Mechanical Building	2278		1990
General Gov	Acquatic Facility	841 N. Roop St	Main Building	39365		1990
General Gov	BRIC	108 E. Proctor Street	Community Development	9234		1951
General Gov	Children's Museum	813 N. Carson Street	Museum	13498		1946
General Gov	City Hall	201 N. Carson Street	Parking Garage	15000		1987
General Gov	City Hall	201 N. Carson Street	Offices	19097		1987
General Gov	Community Center	851 E. William Street	Auditorium/Meeting Rooms/Gym	43230		1972
General Gov	Fire Station 51	777 S. Stewart Street	Main Building	18100		1993
General Gov	Fire Station 52	2400 College Parkway	New Burn Building		2000	1978
General Gov	Fire Station 52	2400 College Parkway	Classroom	2624		1978
General Gov	Fire Station 52	2400 College Parkway	Main Building	7026		1978
General Gov	Fire Station 53	1469 Snyder Avenue		4367		1978
General Gov	Fire Station 54	2222 College Parkway		3200		1999
General Gov	Golf Course	3999 Centennial Drive	Cart Barn	7500		1981
General Gov	Golf Course	3999 Centennial Drive	Work Shop-North	5000		1981
General Gov	Golf Course	3999 Centennial Drive	Old Shop-East		2700	1981
General Gov	Golf Course	3999 Centennial Drive	Club House	9072		1981
General Gov	Health Services Building	900 E. Long Street	Offices, Clinic, Residential Care-Detox, Counseling	20000		1997
General Gov	Juvenile Probation	1545 E. 5th Street	Annex	3200		1981
General Gov	Juvenile Probation	1545 E. 5th Street	Detention	11500		1981
General Gov	Juvenile Probation	740 Saliman Road	Administration	4196		1981
General Gov	Kid's Klub	801 N. Roop Street		1000		1978
General Gov	Library	900 N. Roop Street	Main Building	20800		1975
General Gov	MAC Building	1860 Russell Way	Multi-Use Athletic Center	33126		2015
General Gov	Northgate	2621 Northgate Lane	Leased Offices	14664		1976
General Gov	Public Safety Building/Court House	885 E. Musser Street	Courts/Offices	80346		1999
General Gov	Senior Center	901 Beverly Drive	Main Building	31371		1997
General Gov	Senior Center	901 Beverly Drive	New Addition	20500		
General Gov	Senior Center	901 Beverly Drive	Gift Shop	7470		1969
General Gov	Sheriff's Department	4645 Snyder	Dispatch	2948		2000
General Gov	Sheriff's Department	897 E. Musser Street	Jail	51426		1999
General Gov	Sheriff's Department	911 E. Musser	Admin	44000		2008
General Gov	United Latino Community	1711 N. Roop Street	Clinic	3600		1969
Parks	Carson Fairgrounds - Fuji	601 Old Clear Creek Road	West Restroom	805		
Parks	Carson Fairgrounds - Fuji	601 Old Clear Creek Road	Storage Building		2304	
Parks	Carson Fairgrounds - Fuji	601 Old Clear Creek Road	Arena Metal Restroom	1040		
Parks	Carson Fairgrounds - Fuji	601 Old Clear Creek Road	Arena Announcer's Booth	96		
Parks	Carson Fairgrounds - Fuji	601 Old Clear Creek Road	Arena Ticket Booth	144		
Parks	Carson Fairgrounds - Fuji	601 Old Clear Creek Road	60 Stall Horse Barn		13104	
Parks	Carson Fairgrounds - Fuji	601 Old Clear Creek Road	Maintenance Building	1680		
Parks	Carson Fairgrounds - Fuji	701 Old Clear Creek Road	Exhibit Hall	10160		
Parks	Centennial Park	U.S. Highway 50 East	Archery Range			
Parks	Centennial Park Complex-Lower	U.S. Highway 50 East	Rest Room-Field 3	420		
Parks	Centennial Park Complex-Tennis Park	U.S. Highway 50 East	Restroom-Office	800		
Parks	Centennial Park Complex-Upper	U.S. Highway 50 East	Restroom-Concession Building	800		
Parks	Centennial Park Complex-Upper	U.S. Highway 50 East	Maintenance Shop	400		
Parks	Edmonds Park	1555 Livermore Lane	BMX Announcer's Building	338		
Parks	Edmonds Park	1555 Livermore Lane	Dug Outs x 8		1984	
Parks	Edmonds Park	1555 Livermore Lane	Metal Restrooms x 2	816		
Parks	Edmonds Park	1555 Livermore Lane	Work Shop	1344		
Parks	Edmonds Park	1555 Livermore Lane	BMX Main Building	625		
Parks	Edmonds Park	1555 Livermore Lane	Snack Bar	1456		
Parks	Edmonds Park	1555 Livermore Lane	Announcer's Building	1389		
Parks	Governor's Field	500 E. Evalyn Drive	Field 1 - Dugouts x 2		396	
Parks	Governor's Field	500 E. Evalyn Drive	Field 2 - Dugouts x 2		336	
Parks	Governor's Field	500 E. Evalyn Drive	Field 3 - Dugouts x 2		168	
Parks	Governor's Field	500 E. Evalyn Drive	Field 4 - Dugouts x 2		336	
Parks	Governor's Field	500 E. Evalyn Drive	Field 5 - Dugouts x 2		336	
Parks	Governor's Field	500 E. Evalyn Drive	Field 6 - Dugouts x 2		406	
Parks	Governor's Field	500 E. Evalyn Drive	Field 1 - Announcer's Building	600		
Parks	Governor's Field	500 E. Evalyn Drive	Field 2 - Announcer's Building	544		
Parks	Governor's Field	500 E. Evalyn Drive	Field 3 - Announcer's Building	256		
Parks	Governor's Field	500 E. Evalyn Drive	Field 4 - Announcer's Building	544		
Parks	Governor's Field	500 E. Evalyn Drive	Field 5 - Announcer's Building	544		
Parks	Governor's Field	500 E. Evalyn Drive	Field 6 - Announcer's Building	460		
Parks	Governor's Field	500 E. Evalyn Drive	Maintenance Building (Old)	800		
Parks	Governor's Field	500 E. Evalyn Drive	Caretaker's/Concession/Restrooms	2756		
Parks	Governor's Field	500 E. Evalyn Drive	Maintenance Building	1254		
Parks	Mills Park	1111 E. Williams Street	West-Restroom	429		
Parks	Mills Park	1111 E. Williams Street	West-Restroom (Loop)	522		
Parks	Mills Park	1111 E. Williams Street	East-Restroom	627		
Parks	Mills Park	1111 E. Williams Street	Wungnema House			
Parks	Mills Park	1111 E. Williams Street	East-Train Building	2147		
Parks	Pony Express Pavillion	Mills Park	Stage/Dressing Rooms	756		
Parks	Pony Express Pavillion	Mills Park	Stage Area		2340	
Parks	Pony Express Pavillion	Mills Park	Snack Bar	450		
Parks	Pony Express Pavillion	Mills Park	Main Plaza	29475		
Parks	Roberts House	1207 N. Carson Street	House	1880		
Parks	Roberts House	1207 N. Carson Street	Carriage House	1000		
General Gov	Animal Services	549 Airport Road	Kennels and Garage		3315	2016
General Gov	Animal Services	549 Airport Road	Nevada Humane Society offices, Adoption center, licensing, medical clinic	7411		2016
General Gov	Cemetery	1044 Beverly Drive	Shop	1500		2005
General Gov	Cemetery	1044 Beverly Drive	Office	1500		2002
General Gov	Parks & Custodial	3303 Butti Way, Bldg. #7	Offices, Briefing, Sign Shop, Traffic Signals, Minor Vehicle Repair	10000		1983
General Gov	Parks Department	3303 Butti Way #9	Old Shop	3200		1984
General Gov	Parks Department	3303 Butti Way #9	Admin/Facility Maintenance/Parks Maintenance	15380		1984
General Gov	Sheriff's Swat Building 11	3303 Butti Way #11				
General Gov	Fleet Services	3303 Butti Way, Bldg. #2	Equip/Vehicle Repair & Maintenance	13000		1997
Parks	Radio Control Fields	3555 Flint Drive	Main Building	375		
Parks	Rifle/Pistol Range	4000 Flint Drive	Shade Shelter 1		1826	
Parks	Rifle/Pistol Range	4000 Flint Drive	Shade Shelter 2		1586	
Parks	Riverview Park	600 Marsh Road	Restroom	350		
Parks	Trap Range	Arrowhead Drive	Block Throwing House		288	
Parks	Trap Range	Arrowhead Drive	Throwing House		96	
Parks	Trap Range	Arrowhead Drive	Low Throwing House x8		512	
Parks	Trap Range	Arrowhead Drive	Storage Building		280	
Parks	Trap Range	Arrowhead Drive	Hall of Fame Building	800		
Parks	Trap Range	Arrowhead Drive	Pro Shop	3528		
General Gov	Landfill Operators Shack	7700 Flint Dr.	Briefing, Office, File Retention	190		1995
General Gov	Public Works Building A	3505 Butti Way	Administration/Ops/ Engineering	8400		1998
General Gov	Public Works Building B	3505 Butti Way	Electrical Op's, Meter Repair, Server Room, Signal Shop	7200		1998
General Gov	Public Works Building C	3505 Butti Way	Field Op's Staging, Briefing, Equipment Storage	9000		2004
General Gov	Public Works Building D	3505 Butti Way	Equipment Storage	3600		2005
General Gov	Public Works Warehouse	3303 Butti Way, Bldg #13	Equipment Storage and Minor Repairs	6000		1993
General Gov	Transportation JAC Office	3770 Butti Way	New JAC Offices	1800		

Agency	Name of Facility	Address	Use of Facility	Building Square footage	Facility Square Footage	Year Built (approx.)
General Gov	Golf Course	3999 Centennial Drive	Pump House		1064	1981
General Gov	Golf Course	3999 Centennial Drive	Chemical Storage		360	1981
Parks	Ross Gold Park	280 Appion Way	Restroom/Storage/Pump	770		
PW Utility Bldgs	Brunswick Reservoir Control Structure	Brunswick Canyon @ reservoir	Electrical controls, pumps and motors		480	1987
PW Utility Bldgs	Chlorine Building	3320 E. 5th St.	Electrical controls, welding equipment, tools and supplies		1072	
PW Utility Bldgs	DAF	3320 E. 5th St.	Electrical controls, pumps and motors		1875	
PW Utility Bldgs	De-Watering	3320 E. 5th St.	Electrical controls, pumps and motors		4160	
PW Utility Bldgs	Digester #1	3320 E. 5th St.	Electrical controls, pumps, motors and boilers		1632	
PW Utility Bldgs	Digester #2	3320 E. 5th St.	Electrical controls, pumps, motors and boilers		1632	
PW Utility Bldgs	Digester #3	3320 E. 5th St.	Electrical controls, pumps, motors and boilers		690	
PW Utility Bldgs	Effluent Pump Station	3320 E. 5th St.	Electrical controls, pumps and motors		2270	
PW Utility Bldgs	Empire Lift Station	2790 Ballarat Dr.	Lift Raw Sewage to new elevation for gravity flow		400	No building?
PW Utility Bldgs	Headwork's	3320 E. 5th St.	Primary Odor Control, Lift screws, motors		532	
PW Utility Bldgs	Intermediate Pump Station	3320 E. 5th St.	Electrical controls, pumps and motors		1014	
PW Utility Bldgs	Maintenance Building	3320 E. 5th St.	Office, radios, computers, O & M manuals, electrical controls and supplies	1923		
PW Utility Bldgs	Morgan Mill Lift Station	5230 Morgan Mill Rd.	Lift Raw Sewage to new elevation for gravity flow		800	No building?
PW Utility Bldgs	North Lift Station	3320 E. 5th St.	Lift Raw Sewage to new elevation for gravity flow		280	
PW Utility Bldgs	Number 3 water / Golf Course	3320 E. 5th St.	Electrical controls, pumps and motors		600	
PW Utility Bldgs	Primary Sludge Pump Station	3320 E. 5th St.	Electrical controls, pumps and motors		672	
PW Utility Bldgs	RAS Pump Station	3320 E. 5th St.	Electrical controls, pumps and motors		2250	
PW Utility Bldgs	Riverview Lift Station	E. Fifth St. in Island	Lift Raw Sewage to new elevation for gravity flow		400	No building?
PW Utility Bldgs	Second Stage dosing	3320 E. 5th St.	Electrical controls, pumps and motors		720	
PW Utility Bldgs	Sewer South Lift Station	6877 Bigelow Dr.	Lift Raw Sewage to new elevation for gravity flow		656	IN ROW
PW Utility Bldgs	Silver Oak PRV	5230 Morgan Mill Rd.	Pressure Control		150	
PW Utility Bldgs	Tertiary Filter Building	3320 E. 5th St.	Electrical controls, pumps and motors		2080	
PW Utility Bldgs	Truck Barn Storage	3320 E. 5th St.	Vehicles and supply storage	900		
PW Utility Bldgs	Wastewater Operations Bldg.	3320 E. 5th St.	Operations, SCADA, Laboratory, Offices, Briefings	4635		
PW Utility Bldgs	Goni Booster	4600 Goni Rd.	Booster Station		255	IN ROW
PW Utility Bldgs	Quill Valve House	2800 Kings Canyon Rd.	Control valving		270	1972
PW Utility Bldgs	Quill Water Treatment Plant	2800 Kings Canyon Rd.	Water Treatment Plant	8000		1992
PW Utility Bldgs	Voltaire Booster	177 Clearview Drive	Booster Station		432	1995
PW Utility Bldgs	Well #10	2200 W. College Parkway	Drinking Water Well		322	1975
PW Utility Bldgs	Well #11	904 E. Second Street	Drinking Water Well		299	1975
PW Utility Bldgs	Well #24	4675 E. Fifth Street	Drinking Water Well		384	1982
PW Utility Bldgs	Well #25	5340 Hells Bells Road	Drinking Water Well		345	1980
PW Utility Bldgs	Well #3	1881 W. Winnie Lane	Drinking Water Well		408	1991
PW Utility Bldgs	Well #34	Mils Park - SalimanStreet	Drinking Water Well		414	1995
PW Utility Bldgs	Well #38	5890 S. Edmonds Drive	Drinking Water Well		330	1988
PW Utility Bldgs	Well #4	747 Elaine Street	Drinking Water Well		384	1976
PW Utility Bldgs	Well #40	4766 Morgan mill Road	Drinking Water Well		425	1987
PW Utility Bldgs	Well #41	5355 E. Fifth Street	Drinking Water Well		336	1986
PW Utility Bldgs	Well #43	2490 Bennett Avenue	Drinking Water Well		320	1990
PW Utility Bldgs	Well #44	4666 Furgerson Ranch Road	Drinking Water Well		320	1991
PW Utility Bldgs	Well #5	909 Bath Street	Drinking Water Well		384	1977
PW Utility Bldgs	Well #6	2300 Foothill Road	Drinking Water Well		400	2006
PW Utility Bldgs	Well #7	3763 N. Carson Street	Drinking Water Well		384	1976
PW Utility Bldgs	Well #8	3489 Silver Sage Drive	Drinking Water Well		384	1977
PW Utility Bldgs	Well #9	280 E. Appion Street	Drinking Water Well		260	1975
Total				725,557	67,158	

Facility Condition Assessment Fee	\$194,768
Optional Support Services*	\$7,500
Total NTE Fee	\$202,268

* Support services will only be executed with the written request from the City PM



Schedule


We have provided our draft outline schedule showing key tasks and milestones for the project.

Carson City FCA Draft Project Timeline				
Project Setup	Activity	Start	Finish	Duration
	NTP- (Assumed)	09/30/2019	09/30/2019	1 days
	Project Set-Up and Planning	09/30/2019	10/04/2019	5 days
	Existing Data Gathering	09/30/2019	10/04/2019	5 days
	Pre-Inspection Meeting and Kick-Off	10/07/2019	10/07/2019	0 days
Assessments	Assessment Period 1			
	Activity	Start	Finish	Duration
	Site Assessment	10/07/2019	10/11/2019	5 days
	Report Production	10/14/2019	11/01/2019	15 days
	QC Review	11/04/2019	11/08/2019	5 days
	Client Review	11/11/2019	11/22/2019	10 days
	Issue final Report	11/25/2019	11/29/2019	5 days
	Assessment Period 2			
	Activity	Start	Finish	Duration
	Site Assessment	11/04/2019	11/08/2019	5 days
	Report Production	11/11/2019	11/29/2019	15 days
	QC Review	12/02/2019	12/06/2019	5 days
	Client Review	12/09/2019	12/20/2019	10 days
	Issue final Report	12/23/2019	12/27/2019	5 days
	Assessment Period 3			
	Activity	Start	Finish	Duration
	Site Assessment	12/02/2019	12/6/2019	5 days
	Report Production	12/9/2019	12/27/2019	15 days
	QC Review	12/30/2019	01/03/2020	5 days
	Client Review	01/06/2020	01/17/2020	10 days
	Issue final Report	01/20/2020	01/24/2020	5 days
	Assessment Period 4			
	Activity	Start	Finish	Duration
	Site Assessment	01/06/2020	01/10/2020	5 days
	Report Production	01/13/2020	01/31/2020	15 days
	QC Review	02/03/2020	02/07/2020	5 days
	Client Review	02/10/2020	02/21/2020	10 days
	Issue final Report	02/24/2020	02/28/2020	5 days
	Assessment Period 5			
	Activity	Start	Finish	Duration
	Site Assessment	02/03/2020	02/07/2020	5 days
	Report Production	02/10/2020	02/28/2020	15 days
	QC Review	03/2/2020	03/06/2020	5 days
Client Review	03/09/2020	03/20/2020	10 days	
Issue final Report	03/23/2020	03/27/2020	5 days	
Prepare Data export/Import	03/30/2020	04/03/2020	5 days	
Closeout Meeting	04/06/2020	04/06/2020	1 day	

Brian Janes

Project Director

Atkins, member of the SNC-Lavalin Group

 +1 775.789.9831


 brian.janes@atkinsglobal.com

Dean Leonard

Vice President - Strategic Facility Consulting

Faithful+Gould, member of the SNC-Lavalin Group

 +1 602.445.3570  +1 480.286.5705

 dean.leonard@fgould.com

10509 Professional Circle

Suite 102

Reno, NV 89521