

Contract Summary Form

Wood Environment & Infrastructure Solutions, Inc.

SUMMARY OF SIGNIFICANT CHANGES

1. Insurance: Section 34 is deleted and replaced in its entirety with the Insurance Provisions. Page 3-6
2. Costs: increase the not-to-exceed amount of the contract by \$1,500,000 to an amended not-to exceed amount of \$5,250,000 for the 4th year contract option upon Board of Supervisors approval.

SUBCONTRACTORS

This contract allows for subcontracting with County's consent pursuant to **Article 1.1.3** within the contract amount for the term specified. Should the addition of a subcontractor impact the scope of work and/or contract amount, the department will bring the item back to the Board of Supervisors for approval.

This contract OCENV18 for A-E On-Call Environmental Support Services includes the following subcontractors or pass through to other providers:

| Subcontractor Name | Service(s) | Amount |
|---------------------------------------|---|---|
| American Integrated Services | Emergency Response, Hazardous and Non Hazardous Waste Disposal, | All amounts for services are unknown until Task Orders are issued |
| Associated Laboratories, Inc. | Analytical Services | |
| BC2 Environmental | Drilling, Soil Boring/Well Installation Services | |
| Eurofins Calscience, Inc. | Laboratory | |
| EnviroMonitoring Services, Inc. | Laboratory; Groundwater Monitoring | |
| Gregg Drilling and Testing, Inc. | Drilling, Soil Boring/Well Installation Services | |
| Healthy Buildings International, Inc. | Indoor Air/Asbestos/Mold | |

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|---|----------------------------|--|
| InterPhase Environmental, Inc. | Laboratory | |
| Ocean Blue Environmental Services, Inc. | Emergency Spill Management | |
| Ramboll Environ, Inc | Air Quality, CEQA | |
| SubSurface Surveys & Associates | Geophysical surveys | |

CONTRACT OPERATING EXPENSES

A-E On-Call Contract - Operating Expenses are unknown until Task Orders are A-E On-Call Contract Operating Expenses are unknown until Task Orders are issued. A-E On-Call Contract allowable reimbursable items are approved by the County per Contract Task Order and are listed below:

A-E shall be entitled to reimbursement for the following Reimbursable Expenses. No other expenses shall be reimbursed without prior written authorization of the COUNTY:

1. The actual costs of special equipment to be rented, leased or purchased by A-E for use exclusively in the performance of the Scope of Services, to the extent such rental, lease, purchase and costs have been approved in writing by JWA. All special equipment purchased by A-E under this subsection shall become the property of JWA at the termination of this Agreement.
2. The actual cost of third-party tools and software recommended by A-E and approved in writing by JWA. Third-party tools and software costs to include, but not limited to, purchase, lease, maintenance, external web hosting when appropriate, and server applications for multiple users to be specified by JWA.
3. Reproduction expenses paid to outside vendors, to the extent such vendors and reproduction rates have been approved by JWA.
4. Other than as provided below, reproduction expenses incurred by A-E for A-E's own in-house reproduction will not be reimbursed by COUNTY. The A-E's invoice shall not include, any items deemed by the COUNTY as overhead expenses. A-E expenses beyond the schedule of fees or outside the Reimbursable Expenses enumerated below will not be considered. This includes, but is not limited to, travel, mileage or other expenses deemed by the COUNTY as overhead. A-E shall invoice hourly-based service fees in accordance with Appendix 2 – Hourly Rate Schedule, in proportion to the work completed and to the extent that outside consultants, sub-consultants, and approved direct project expenses have been approved by JWA. Other reimbursable expenses that may be required are subject to prior written approval by JWA.
5. Other actual costs and/or payments specifically approved and authorized in writing by JWA and incurred by A-E in performance of this Agreement.

6. Air travel and lodging costs shall be reimbursed only if approved in advance and in writing by JWA and are subject to the following restrictions:
 - a. Alcohol of any type will not be reimbursed
 - b. Dry cleaning will not be reimbursed
 - c. Hotel movies will not be reimbursed
 - d. Valet parking is reimbursable only if no other parking option is available.
 - e. Meals will be reimbursed for personnel on authorized business travel only at a flat per diem rate of \$60 per day.
 - f. Air travel is reimbursed at the fare for "Coach Class" seating. "Business Class" or "First Class" fares will not be reimbursed.
 - g. Lodging reimbursement shall be based on actual, reasonable, and necessary costs. Hotel rates associated with authorized business travel exceeding \$200.00 per day must be approved in writing by JWA. This written approval must be submitted with the billing for reimbursable expenses.
 - h. Phone charges during hotel stays associated with business support of the Scope of Services must be identified. Personal phone charges will not be reimbursed.
7. Car rental is reimbursable at the cost for mid-size or lower size vehicle. Larger size vehicle rentals must be approved in advance in writing by JWA. This written approval must be submitted with the billing for reimbursable expenses. Luxury or Sports car rentals of any type will not be reimbursed.
8. Reimbursement of mileage for the business use of a business or personal vehicle during the conduct of business within the Scope of Services of this Agreement shall be based on the Internal Revenue Service Standard Mileage Rate in effect at the time. Mileage between the A-E's "Home Based" office location and JWA, as well as mileage within JWA's property, will not be reimbursed.
9. Cost of "Home Based" Xerox copies, faxes, and other supplies and materials associated with them will not be reimbursed.
10. Cost of cellular phones, cell phone usage plans and usage minutes, and other mobile communication devices will not be reimbursed.