

September 24, 2024

Project: Sespe Creek Overflow Reconstruction-Construction Management

Subject: Scope and Fee Proposal for Sespe Creek Emergency Slope Repair Amendment

Ventura County Transportation Commission (VCTC)
751 E. Daily Dr., Suite 420
Camarillo, CA 93010

Ms. Amanda Fagan,

On February 2, 2024, after a competitive procurement process, the Commission approved and VCTC executed a contract with RailPros, Inc. for Construction Management Support Services for the reconstruction of the Sespe Creek Overflow railroad bridge in accordance with design plans and specifications, as well as project management support and coordination with the Railroad Operator, Sierra Northern Railway. The scope of work was developed and costed based on the plans and specifications for the permanent repairs to address damage caused by the January 2023 storms.

Just days after the construction management (CM) contract was awarded, on February 4-5, 2024, an atmospheric river storm and resulting water flows caused further erosion beyond the damage caused by the January 2023 storm, which required additional analysis, design, and permitting for emergency repairs to the embankment. The original CM contract did not anticipate the emergency repairs necessitated by the February 2024 storms. The CM support needed to address the additional damage exceeds the anticipated level of work included in the original scope of work and fee structure for the RailPros construction management contract but is within the overall scope of services and qualifications of the original solicitation and contract scope of work. Due to RailPros specialized expertise related to the Sespe Creek Bridge and the time-sensitive nature of oversight and management for emergency repairs resulting from the February 2024 severe winter storm disaster, staff determined that this additional scope needs to be added as a sole source procurement through an amendment to the existing RailPros Agreement through Amendment No. 1.

RailPros is pleased to provide you the attached scope of work and fee for the amendment to provide CM support for Sespe Creek Overflow emergency slope repair in Fillmore, CA.

RailPros is proposing to provide the following services:

- Support VCTC and the Sespe Creek Design team to plan, permit, and procure construction contractor services to complete emergency repairs to stabilize the West embankment of the Sespe Creek Overflow railroad bridge. This specifically entails the following:
 - o Complete design review of the emergency repair work focusing on constructability, safety, and risk avoidance / elimination.
 - o Coordination with the designer, the design environmental consultant, VCTC, and Sierra Northern Railway to develop solutions the bank stability repair that will

- meet the requirements of a Regional General Permit (RGP) No. 63 (SPL-2024-00568-AJS) and the U.S. Fish and Wildlife Services (USFWS) emergency consultation procedures.
- Preparation / Packaging of the Invitation for Bid documents to procure contractor.
- Review and evaluation of bids.
- Contribute to stakeholder coordination efforts including VCTC, the design team, Sierra Northern Railway, and other external jurisdictional authorities.
- Provide CM Services for the emergency slope repair including the following:
 - Assist VCTC with on-boarding the contractor, set kick off meeting, set expectations on project execution and delivery, establish environmental requirements, and coordinate with Sierra Northern for safety expectations.
 - Establish weekly construction progress meetings where schedule, RFI's, submittals, construction progress, and action items are tracked.
 - Provide daily inspection coverage of the contractor's work. Daily work reports, site photographs, field issue resolution and escalation.
 - Bi-weekly Unmanned Aerial Systems (UAS) project footage will be taken to document project progress.
 - RFI/Submittal resolutions: RailPros will review and resolve all Requests for Information (RFI), and submittals within a maximum of 5 work days.
 - Schedule tracking: RailPros will review and approve the contractor's schedule updates.
 - Monthly progress reports.
 - Assisting Certified Payroll / Prevailing Wage Compliance consultant, CS & Associates.
- Environmental & biological support (detailed scope provided as attachment):
 - Ensure all project activities will adhere to the terms and conditions set forth in the U.S. Army Corps of Engineers (USACE) Regional General Permit (RGP) No. 63 (SPL-2024-00568-AJS) and the U.S. Fish and Wildlife Services (USFWS) emergency consultation procedures. This specifically entails avoidance and minimization measures for the southwestern pond turtle and steelhead trout. The following tasks will be performed for this project:
 - Project coordination and compliance assistance through project progress meetings and other meetings as required.
 - Preconstruction surveys and biological monitoring with daily survey and monitoring reports. Assumes a maximum of 20 days of site monitoring.
 - Weekly site checks with weekly site check reporting.
 - Reporting: Preparation of Notice of Completion, Dewatering activities final report and final project report to USACE.
 - (Optional) Additional full-time biological monitoring. This would provide the remainder of days required to fulfill the contract.
- Labor compliance (detailed scope provided as attachment):
 - Pre-construction and construction services to ensure the contractor is following regulatory labor compliance statutes and codes. This includes the collection of

- weekly Certified Payroll Records, thorough review of said payroll records to ensure prevailing wage is being paid to the appropriate class.
- Record keeping: Archive and store Certified Payroll Records and LCP documentation until project completion.
 - Violation investigation (if occurrence warrants) and audits
 - Services will be provided for the emergency repair contract as well as the full bridge reconstruction contract upon selection of contractor.

RailPros proposes to complete this task order on a Time and materials, not-to-exceed amount of \$423,796.11 based on the Fee Breakdown attached. All work herein is limited to the Fee Breakdown attached. This proposal is valid for through year 2025. The schedule for this work begins retroactively from February 2024 through December 2025.

Respectfully,

A handwritten signature in cursive script that reads 'Dan R. Thompson'.

Dan Thompson
Senior Project Manager
RAILPROS, INC.

Cc: Dan Davis, Nathan Ortega

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5. Attachment E: GHD scope for Sespe Creek Overflow emergency slope repair environmental and biological support services
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Attachment A: Fee Summary

Task	Hours	Labor
Emergency Slope Repair Design review, IFB preparation, IFB release, Bid evaluation, and coordination efforts (RailPros-Includes fee)	206.50	\$ 60,785.00
Emergency Slope Repair Construction Management Services (RailPros-includes fee)	859.00	\$ 210,343.50
Emergency Slope Repair Environmental and Biological Services (GHD Labor)	512.00	\$ 106,199.96
Emergency Slope Repair Environmental and Biological Services (GHD ODC's)	N/A	\$ 16,586.65
Emergency Slope Repair Environmental and Biological Services (GHD Fee)	N/A	\$ 8,496.00
Emergency Slope Repair and Bridge Reconstruction Labor Compliance Services (CS & Associates)	N/A	\$ 21,385.00
TOTAL Fee:		\$ 423,796.11



CTO PRICING PROPOSAL

"FORM 60"

Contract No.: Sespe Creek		CTO No.: Amendment 1-1		Consultant In <u>RP</u>		Page 1 of 2		
Consultant: RailPros, Inc.								
Services to be furnished:				Location where work is to be performed:				
Design Review, IFB prep, coordination for emergency repair work								
DETAILED DESCRIPTION OF COST ELEMENTS								
1. LABOR (specify function/title)	ESTIMATED HOURS	FULLY BURDENED LABOR RATE PER HOUR	ESTIMATED COST	TOTAL ESTIMATED COST				
Contract Manager (Dan Thompson)	77	350.83	\$ 27,013.91					
Construction Manager (Kyle Krzemien)	46	265.60	\$ 12,217.60					
Construction Manager (Stephen Gora)	1	213.04	\$ 213.04					
Construction Manager (Luis Fuentes)	1	156.57	\$ 156.57					
Contract Administrator (Ryan Ramirez)	1	168.55	\$ 168.55					
Contract Administrator (Nancy Hechanova)	1	116.00	\$ 116.00					
Contract Administrator (Nicole Clancy)	1	113.83	\$ 113.83					
Administrative Support (Janet Yeung)	1	104.57	\$ 104.57					
Resident Engineer (Stephen Ng)	76.5	267.06	\$ 20,430.09					
Sr. Program Manager (Rita Bulsara)	1	250.84	\$ 250.84					
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TOTAL LABOR:	206.5					\$ 60,785.00		
2. SUBCONSULTANTS (attach "Form 60" for all proposed subconsultants)								
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TOTAL SUBCONSULTANTS:						\$ -		
3. OTHER DIRECT COSTS (itemize on Page 2 of Form 60)							\$ -	
4. FEE (justification must be included in CTO proposal)							\$ -	
TOTAL NOT-TO-EXCEED COST OR FIXED PRICE:							\$ 60,785.00	

SUPPORTING SCHEDULE

ITEM NO.	ITEM DESCRIPTION	ESTIMATED COST
3.	Other Direct Costs	
	Travel, mileage, subsistence within Metrolink service area; reproduction; mailing and delivery charges; telephone, cell phone, mobile phone and facsimile; small portable equipment, expendable office supplies, consumables	Disallowed
	No. of Hours	\$ / Hour
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	TOTAL OTHER DIRECT COSTS:	\$ -

Consultant Name: RailPros, Inc.	Date Prepared: 9/24/2024
Project Manager Name: Dan Thompson	Date: 9/24/2024
Signature: <i>Dan Thompson</i>	



CTO PRICING PROPOSAL

"FORM 60"

Contract No.: Sespe Creek CTO No.: Amendment 1-2		Consultant In <u>RP</u>		Page 1 of 2
Consultant: RailPros, Inc.				
Services to be furnished: Emergency Repair Support		Location where work is to be performed:		
DETAILED DESCRIPTION OF COST ELEMENTS				
1. LABOR (specify function/title)	ESTIMATED HOURS	FULLY BURDENED LABOR RATE PER HOUR	ESTIMATED COST	TOTAL ESTIMATED COST
Contract Manager (Dan Thompson)	80	368.00	\$ 29,440.00	
Construction Manager (Kyle Krzemien)	110	277.25	\$ 30,497.50	
Construction Manager (Stephen Gora)	156	252.88	\$ 39,449.28	
Construction Manager (Juan Moreno)	312	236.64	\$ 73,831.68	
Contract Administrator (Ryan Ramirez)	5	177.48	\$ 887.40	
Contract Administrator (Nicole Clancy)	6	135.09	\$ 810.54	
Administrative Support (Alfred Manuel)	90	95.99	\$ 8,639.10	
Resident Engineer (Stephen Ng)	100	267.88	\$ 26,788.00	
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TOTAL LABOR:	859			\$ 210,343.50
2. SUBCONSULTANTS (attach "Form 60" for all proposed subconsultants)				
CS & Associates			\$ 21,385.00	
GHD			\$ 131,282.61	
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TOTAL SUBCONSULTANTS:				\$ 152,667.61
3. OTHER DIRECT COSTS (itemize on Page 2 of Form 60)				\$ -
4. FEE (justification must be included in CTO proposal)				\$ -
TOTAL NOT-TO-EXCEED COST OR FIXED PRICE:				\$ 363,011.11

SUPPORTING SCHEDULE

ITEM NO.	ITEM DESCRIPTION	ESTIMATED COST
3.	Other Direct Costs	
	Travel, mileage, subsistence within Metrolink service area; reproduction; mailing and delivery charges; telephone, cell phone, mobile phone and facsimile; small portable equipment, expendable office supplies, consumables	Disallowed
	No. of Hours	\$ / Hour
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	TOTAL OTHER DIRECT COSTS:	\$ -

Consultant Name: RailPros, Inc.	Date Prepared: 9/24/2024
Project Manager Name: Dan Thompson	Date: 9/24/2024
Signature: <i>Dan Thompson</i>	



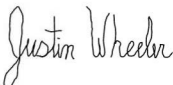
CTO PRICING PROPOSAL

"FORM 60"

Contract No.: Sespe Creek		CTO No.: Amendment 1		Consultant Initials GHD		Page 1 of 2	
Consultant: GHD							
Services to be furnished: Emergency Repair Support				Location where work is to be performed:			
DETAILED DESCRIPTION OF COST ELEMENTS							
1. LABOR (specify function/title)		ESTIMATED HOURS	FULLY BURDENED LABOR RATE PER HOUR	ESTIMATED COST	TOTAL ESTIMATED COST		
Biological Resources Lead (Stephen Peterson)		452	217.48	\$ 98,300.96			
Project Director (Jennifer Ibrahim)		8	319.44	\$ 2,555.52			
Administration (Jenni Richards)		8	154.26	\$ 1,234.08			
Biological Resources (Ryder Burliss)		36	93.73	\$ 3,374.28			
GIS (Zachary Urabe)		8	91.89	\$ 735.12			
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TOTAL LABOR:		512			\$ 106,199.96		
2. SUBCONSULTANTS (attach "Form 60" for all proposed subconsultants)							
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TOTAL SUBCONSULTANTS:					\$ -		
3. OTHER DIRECT COSTS (itemize on Page 2 of Form 60)							
					\$ 16,586.65		
4. FEE (justification must be included in CTO proposal)							
				8.00%	\$ 8,496.00		
TOTAL NOT-TO-EXCEED COST OR FIXED PRICE:							
					\$ 131,282.61		

SUPPORTING SCHEDULE

ITEM NO.	ITEM DESCRIPTION	ESTIMATED COST
3.	Other Direct Costs	
	Mileage: 275 mi @ \$0.67/mi x 17 roundtrips (Stephen Peterson)	\$ 3,132.25
	Mileage: 220 mi @ \$0.67/mi (Ryder Burliss)	\$ 147.40
	Lodging: \$183/night lodging for 38 nights (Stephen Peterson)	\$ 6,954.00
	Lodging: \$183/night lodging for 3 nights (Ryder Burliss)	\$ 549.00
	Per Diem: (M&IE) \$74/day for 43 days (Stephen Peterson)	\$ 3,182.00
	Per Diem: (M&IE) \$74/day for 3 days (Ryder Burliss)	\$ 222.00
	Block Nets, life vests, and chest waders	\$ 2,400.00
	Travel, mileage, subsistence within Metrolink service area; reproduction; mailing and delivery charges; telephone, cell phone, mobile phone and facsimile; small portable equipment, expendable office supplies, consumables	Disallowed
	No. of Miles	\$ / Mile
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	TOTAL OTHER DIRECT COSTS:	\$ 16,586.65

Consultant Name: GHD, Inc.	Date Prepared: 9/22/2024
Project Manager Name: Justin Wheeler	Date: 9/22/2024
Signature: 	




CTO PRICING PROPOSAL

"FORM 60"

Contract No.: Sespe Creek CTO No.: Amendment 1		Consultant In <u>CSA</u>		Page 1 of 2
Consultant: CS & Associates				
Services to be furnished: Labor Compliance for Emergency Repair and Bridge Reconstruction		Location where work is to be performed:		
DETAILED DESCRIPTION OF COST ELEMENTS				
1. LABOR (specify function/title)	ESTIMATED MONTHS	FLAT RATE FOR EACH MONTH	ESTIMATED COST	TOTAL ESTIMATED COST
Emergency Repair	3	1795.00	\$ 5,385.00	
Bridge Reconstruction	8	2000.00	\$ 16,000.00	
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TOTAL LABOR:		11		\$ 21,385.00
2. SUBCONSULTANTS (attach "Form 60" for all proposed subconsultants)				
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TOTAL SUBCONSULTANTS:				\$ -
3. OTHER DIRECT COSTS (itemize on Page 2 of Form 60)				\$ -
4. FEE (justification must be included in CTO proposal)				\$ -
TOTAL NOT-TO-EXCEED COST OR FIXED PRICE:				\$ 21,385.00

SUPPORTING SCHEDULE

ITEM NO.	ITEM DESCRIPTION	ESTIMATED COST
3.	Other Direct Costs	
	Travel, mileage, subsistence within Metrolink service area; reproduction; mailing and delivery charges; telephone, cell phone, mobile phone and facsimile; small portable equipment, expendable office supplies, consumables	Disallowed
	No. of Hours	\$ / Hour
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	TOTAL OTHER DIRECT COSTS:	\$ -

Consultant Name:	Date Prepared:
Project Manager Name: Charla Curtis	Date: 23-Sep-24
Signature: 	



1101 Monterey Street, Suite 120
San Luis Obispo, CA
93401
www.ghd.com

GHD Project Number: 12628973

23 September 2024

**Julina Corona
Rail Pros**

**Re: Construction Management Services for the Ventura County Transportation Commission (VCTC)
Sespe Creek Overflow Railroad Bridge Repair Project – Environmental Support Services.**

Dear Julina Corona,

GHD is pleased to submit this proposed scope of work and fee estimate to provide biological field services and reporting in support of the Sespe Creek Overflow Railroad Bridge Repair Project near Fillmore in Ventura County. The emergency repair work involves backfilling and armouring a portion of the scoured railroad track embankment, which will be reinforced using Class 2 base material, topped with backfill, and protected with Class 1 and Class 9 riprap. This will mitigate further erosion and restore embankment stability. The project also includes the removal of the irreparable bridge abutment and installation of a temporary cofferdam to divert water and dewater the work area in accordance with the Ventura County Public Works Agency's Water Diversion Guidelines.

Our proposed scope of services will focus on providing environmental support, specifically in relation to biological monitoring. This is particularly important due to the potential presence of the federally proposed threatened southwestern pond turtle and the federally endangered southern California steelhead, both of which may inhabit Sespe Creek. We understand that the Project's contractor needs to mobilize and begin the emergency repair work by Wednesday, September 11, 2024. Therefore, we are prepared to provide the following services to you as soon as you give the Notice to Proceed.

All project activities will adhere to the terms and conditions set forth in the U.S. Army Corps of Engineers (USACE) Regional General Permit (RGP) No. 63 (SPL-2024-00568-AJS) and the U.S. Fish and Wildlife Service's (USFWS) emergency consultation procedures. This includes specific avoidance and minimization measures for the southwestern pond turtle and least Bell's vireo, as submitted to USACE via email on August 21, 2024. Least Bell's vireo is not expected to be a concern, as the Project site and adjacent areas do not provide suitable habitat for the species, making its presence unlikely. Consequently, our monitoring efforts will primarily focus on the southwestern pond turtle and steelhead. That said, we will still adhere to the measures as set forth by the USFWS for least Bell's vireo and will report any observations of the species, which would likely be migrating individuals or recently fledged young foraging in or near the Project area, since their recognized breeding season by the USFWS runs from March 15 through September 15.

The National Marine Fisheries Service (NMFS) has not yet coordinated with USACE regarding this emergency repair project and has not provided any guidance related to listed fish species. However, we are aware that steelhead may be present in Sespe Creek, which is designated as critical habitat for the species. The USACE RGP includes special conditions for the Project concerning steelhead. Therefore, we will actively monitor for steelhead during dewatering activities and implement preventative measures (such as block nets) to minimize the likelihood of steelhead entering the dewatering work area, as outlined in the County's water diversion guidelines and detailed in our scope of work. Please note that GHD biologists are not authorized by NMFS or other wildlife agencies (i.e., California Department of Fish and Wildlife) to capture or relocate steelhead or other native fish species should they inadvertently enter the dewatering area, although the likelihood is low. Our scope of work details the actions to be taken if steelhead are observed in dewatering areas.

We further understand that Project work is scheduled to continue until November 8, which could require up to 20 additional days of full-time biological monitoring, as per USFWS measures for the southwestern pond turtle. This would be in addition to the initial 13 days of monitoring for cofferdam installation and dewatering activities, and 5 days for cofferdam removal.

We recommend reaching out to USFWS (and we'd be happy to do this on behalf of RailPros) to confirm if they would agree to reduce the monitoring to weekly site checks after the initial full-time monitoring, rather than requiring daily monitoring throughout the project.

That said, we have included the additional 20 days of full-time monitoring as an optional task in case USFWS does not agree to reducing the monitoring to weekly site checks (five days) following the initial full-time monitoring. By that time, we should have a good understanding of whether the southwestern pond turtle is likely to be present on the project site.

Therefore, we propose to perform the following tasks: 1) conduct preconstruction surveys and monitor for southwestern pond turtle, least Bell's vireo, and steelhead; 2) monitor the installation and removal of the cofferdam diversion, oversee dewatering activities, and implement preventative measures to prevent special status and other native fish species from entering the work area, while visually monitoring water quality; 3) conduct up to five weekly site checks (after initial dewatering) throughout the course of the Project; 4) prepare the necessary pre- and post-construction notifications and reports as specified in the RGP; and, as an optional task (if needed), 5) provide a biological monitor for up to an additional 20 days.

Details of each task, assumptions and an estimated level of effort and budget for each task is described below.

Regards

A handwritten signature in black ink, appearing to read 'Stephen L. Peterson', written in a cursive style.

Stephen L. Peterson
Senior Biologist

408-300-8690
stephen.peterson@ghd.com

Proposed Scope of Work and Fee
Environmental Support Services
Construction Management Services for the Ventura County
Transportation Commission (VCTC) Sespe Creek Overflow Railroad
Bridge Repair Project

Task 1: Project Coordination and Compliance Assistance

GHD will support RailPros and contractor personnel in understanding and implementing all project permit requirements, ensuring compliance with the measures outlined in the U.S. Army Corps of Engineers (USACE) Regional General Permit (RGP) No. 63 (SPL-2024-00568-AJS) and the U.S. Fish and Wildlife Service's (USFWS) emergency consultation procedures. This includes specific avoidance and minimization measures for the southwestern pond turtle and least Bell's vireo, which were submitted to USACE via email on August 21, 2024.

Time has been allocated for GHD project personnel to attend meetings with RailPros and the contractor as needed. Additionally, we have allocated time for managing the scheduling and coordination of all pre-activity surveys and biological monitoring tasks in collaboration with RailPros.

Task 1 Limitations / Assumptions:

- RailPros will provide a construction schedule and updates to the schedule in a timely manner so that GHD can perform all needed pre-activity surveys and monitoring to satisfy all project permit timing requirements.
- We anticipate that emergency repair work may begin as soon as Wednesday, September 11, 2024. Therefore, our biologist will be prepared to meet the contractor onsite the morning of September 11. We assume that RailPros will provide contact information for the contractor.
- Time has been included to coordinate with the USFWS if necessary, for determining Project site monitoring efforts for the southwestern pond turtle.

Task 1 Deliverables:

- Attendance at meetings as requested by RailPros

Task 1 Schedule:

- To be determined

Task 1 Budget Total (32 hours): \$7,850.91

Task 2 Preconstruction Surveys and Biological Monitoring

GHD will provide a qualified biologist familiar with the southern California steelhead, southwestern pond turtle, and least Bell's vireo to be present during the installation and removal of surface water diversions to ensure species avoidance (refer to specific details below regarding dewatering monitoring tasks). Each morning, the biologist will conduct clearance surveys before work begins to verify that no pond turtles or other aquatic species are present within the work area. The biologist will also ensure that any dewatered areas are clear of aquatic species. Monitoring will also occur during the removal of the cofferdam and temporary structures so that the area is restored to pre-construction conditions.

If individuals of these species are encountered, they will either be allowed to move out of harm's way on their own, or, if necessary, the biologist will relocate the southwestern pond turtle to nearby suitable habitat.

Please note that GHD biologists are not authorized by the National Marine Fisheries Service (NMFS) or the California Department of Fish and Wildlife to capture or relocate steelhead or other native fish species

should they inadvertently enter the dewatering area, although the likelihood is low. If steelhead are observed in the dewatering work area, work will be stopped, and the fish will be allowed to exit the area of its own volition. If steelhead are found trapped during dewatering activities in an area where they cannot naturally exit and require relocation, the USACE and the NMFS will be notified immediately. Arrangements will then be made to bring in a permitted fish biologist to safely relocate the steelhead out of the work area, if necessary.

The biologist will also visually monitor the water throughout construction activities to detect any accidental discharge of pollutants such as oil, grease, turbidity, or uncured concrete into Sespe Creek. Additionally, the biologist will take representative before, during, and after construction photographs during this period for use in post-construction reporting as described below.

Dewatering Monitoring

Below are the specific tasks that GHD biologists will perform before, during, and after the construction of the cofferdam diversion structure and the dewatering process. We will incorporate and follow Aquatic Life Protection Measures, as outlined in the Ventura County Public Works Agency's Water Diversion Guidelines, to the extent that we are permitted to do so.

- **Prior to Cofferdam Construction:**
Two GHD biologists will conduct a minimum of three full sweeps of the channel area to be dewatered, using a seine net to passively relocate any fish, amphibians, or other aquatic organisms from the isolated areas upstream and downstream. After the final sweep, block nets will be installed at both ends of the work area to prevent aquatic species from entering the cofferdam construction and dewatering zone.
- **During Dewatering Activities:**
Once the block nets are in place and dewatering begins, a GHD biologist will monitor the work area for any stranded aquatic species. As previously noted, GHD biologists are not authorized to capture or relocate steelhead or other native fish species. However, the biologist will use passive relocation techniques, such as a seine or dip net, to guide aquatic species toward openings that allow them to safely move to undisturbed habitats. Block nets will be checked regularly for any impinged wildlife and cleaned of debris to prevent collapse during the dewatering phase. If aquatic life establishes itself in a temporary channel during construction, water flows may be maintained in that channel.
- **Post-Dewatering Monitoring:**
At the conclusion of the work in the dewatered area, the cofferdam and any other temporary materials will be removed, and a GHD biologist will monitor this removal to ensure no harm to aquatic life.

Task 2 Limitations / Assumptions:

- Monitoring for fish species, including the southern California steelhead, will be conducted. However, no fish species will be physically relocated without prior approval from the USACE and the NMFS. If special status fish species are found trapped during dewatering activities, work must stop, and the USACE and the NMFS will be notified immediately.
- We have budgeted a total of 18 full working days for preconstruction surveys and daily monitoring during the initial installation of the cofferdam, dewatering activities, and the removal of the cofferdam at the conclusion of the project.
- One additional biologist has been budgeted for under this task for up to three days to assist with the seine net sweeps and block net installation.
- Travel, per diem rates, and equipment expense are included in our proposed budget.

Task 2 Deliverables:

- Daily survey and monitoring reports

Task 2 Schedule:

- While a detailed schedule has yet to be finalized, we anticipate that full-time monitoring will be required for the initial cofferdam construction and dewatering between September 11 and 27. Additionally, monitoring will be needed during the week of November 4, for up to five days, for the removal of the cofferdam, any temporary structures in the streambed, and to document that the Project site has been restored to pre-construction conditions.

Task 2 Labor Budget (164 hours): \$33,709.09

Task 2 Expense Budget: \$8,681.40

- Mileage:
 - Stephen: 275 mi @ .67/mi = \$185 x 4 roundtrips = \$737
 - Ryder: 220 mi @ .67/mi = \$147.40
- Lodging:
 - Stephen: \$183/night lodging x 18 nights = \$3,294
 - Ryder: \$183/night x 3 nights = \$549
- Per Diem:
 - Stephen: (M&IE) \$74/day x 18 days = \$1,332
 - Ryder: (M&IE) \$74/day x 3 days = \$222
- Other Direct Costs (ODCs): Block Nets, life vests, and chest waders = \$2,400
- Total Expenses:
 - Stephen: \$7,763
 - Ryder: \$918.40

Task 2 Budget Total: \$42,390.49

Task 3 Weekly Site Checks

In accordance with the USACE RGP, a biologist will continue to conduct weekly site visits during construction to ensure protective measures are in place and maintained after the initial full-time monitoring effort during the installation of the coffer dam and dewatering activities. Therefore, we have budgeted for a GHD biologist to conduct up to five weekly site checks throughout the course of the Project.

Task 3 Limitations / Assumptions:

- If the USFWS agrees that weekly site checks are sufficient following our initial full-time monitoring, as outlined in Task 2, this task will fulfill the permit requirements to date. Otherwise, additional full-time monitoring, as detailed in Task 4, will be necessary.
- Travel and per diem rates are include in our proposed budget.

Task 3 Deliverables:

- Weekly survey site check reporting

Task 3 Schedule:

- While a detailed schedule has yet to be finalized, we anticipate that weekly site checks conducted between full-time monitoring will be required for the initial cofferdam construction and dewatering between the week of September 30 and October 28.

Task 3 Labor Budget (50 hours): \$11,744.11

Task 3 Expense Budget: \$1,291.25

- Mileage:
 - Stephen: 275 mi @ .67/mi = \$185 x 5 roundtrips = \$921.25

- Per Diem:
 - Stephen: (M&IE) \$74/day x 5 days = \$370
- Total Expenses:
 - Stephen: \$1,291.25

Task 3 Budget Total: \$13,035.36

Task 4 Reporting

Notice of Completion

A Notice of Completion (NOC) will be submitted within 45 calendar days after project completion to the appropriate Regional and State Water Boards detailing the completed actions.

Dewatering Activities Final Report

Under EPA Condition 3 of the RGP, we will prepare and submit a dewatering activities report within two weeks of project completion to EPA Region 9. The report will include requested information, such as pre- and post-construction photographs, as required by the RGP.

Final Project Report to USACE

A detailed report will be provided to USACE within 45 days of project completion. This report will include:

- **Contact Information:** Applicant's and agent's details.
- **Activity Description:** Comprehensive information on the emergency repair including goals, materials used, and pre- and post-construction conditions.
- **Waterbody Impact:** Details regarding temporary and permanent impacts on the waterbody including mitigation measures.
- **USACE Authorization:** Any required permissions under 33 U.S.C. 408.
- **Endangered Species & Critical Habitat:** Documented impacts and mitigation strategies for listed or proposed species and critical habitats.

Task 4 Limitations / Assumptions:

- It is our understanding that the Notice of Intent to the Regional and State Water Boards has already been submitted by HDR, and thus, is not part of this scope of work.
- We assume that RailPros will provide GHD with any GIS files of project boundaries, permanent, and temporary impact areas that may be needed to prepare Figures for the reports.
- Time has been included in this Task for our GIS department to provide field maps support and to prepare Figures for reporting.

Task 4 Deliverables:

- Preparation of:
 - Notice of Completion
 - Dewatering Activities Final Report
 - Final Project Report to USACE

Task 4 Schedule:

- To be determined

Task 4 Budget Total (58 Hours): \$12,538.05

Task 5 (Optional) Additional Full-time Biological Monitoring

In accordance with the USFWS measures provided for the southwestern pond turtle, a qualified biologist should monitor all project work activities daily to ensure that southwestern pond turtles are not killed or injured. This includes conducting clearance surveys for pond turtles prior to the onset of activities each day. Given that Project work is scheduled to continue until November 8, this would require an additional 20 days of full-time monitoring outside of the days we have already budgeted for under Tasks 2 and 3. This task has been made optional in case the USFWS does not agree to limiting the monitoring effort to weekly site checks after the initial full-time monitoring period during the installation and removal of the coffer dam and dewatering activities.

Task 5 Limitations / Assumptions:

- This task would follow all methods and procedures as outlined in Task 2.
- We have budgeted a total of 20 full working days for preconstruction surveys and daily monitoring during all construction activities up through November 8, 2024.
- Travel and per diem rates are included in our proposed budget.

Task 5 Deliverables:

- Daily survey and monitoring reports

Task 5 Schedule:

- While a detailed schedule has yet to be finalized, we anticipate that if additional monitoring is required, this would be performed between September 30 and November 1. The last week of monitoring (week of November 4) is already accounted for under Task 2.

Task 5 Labor Budget (208 hours): \$48,855.52

Task 5 Expense Budget: \$6,614

- Mileage:
 - Stephen: 275 mi @ .67/mi = \$185 x 8 roundtrips = \$1,474
- Lodging:
 - Stephen: \$183/night lodging x 20 nights = \$3,660
- Per Diem:
 - Stephen: (M&IE) \$74/day x 20 days = \$1,480
- Total Expenses:
 - Stephen: \$6,614

Task 5 Budget Total: \$55,469.52

Other Project Limitations / Assumptions:

- Payment of any associated fees for the project are the responsibility of RailPros.
- The project site is suitably accessible and safe for GHD staff to conduct biological resource surveys and monitoring.
- This scope of work does not include any permitting with regulatory agencies.
- No mitigation or restoration work is included in this scope of work.
- No Endangered Species Act consultation, if required, is covered by this scope of work.
- A single round of comments from RailPros will be addressed between the draft and final reports prior to submission to the agencies.
- No protocol-level surveys for any species are included in the proposed scope of work.

- No formal delineation of wetlands or other sensitive/regulated habitats is proposed.
- A tree survey or other habitat mapping services is not included in the proposed scope of work.



September 13, 2024

Rail Pros
Attn: Daniel R. Thompson
270 E. Bonita Avenue
Pomona CA 91767

**Re: Ventura County Transportation Commission
•Sespe Creek Emergency Slope Repair Project**

Dear Mr. Thompson:

Thank you for allowing CS & Associates, Inc. the opportunity to submit a proposal to provide expert Labor Compliance Program (LCP) Consulting services to Rail Pros for the Ventura County Transportation Commission (VCTC), Sespe Creek Emergency Slope Repair project. As a Labor Compliance Consultant, CS & Associates is committed to competently administering all elements of Labor Code Section 1771.5 as well as Davis-Bacon requirements. We are also committed to ensuring that the Labor Compliance Program administered on behalf of Rail Pros for VCTC, meets the requirements for any applicable Davis-Bacon requirements.

CS & Associates, Inc. is the result of more than thirty-five (35) years of hands-on experience, operating the first Department of Industrial Relations (DIR) approved Labor Compliance Program in California and engaging in the detailed aspects of Labor Compliance and Code enforcement. CS & Associates, Inc. is committed to delivering a custom program in a timely and responsive manner.

Our technical expertise in the area of Labor Compliance is unsurpassed by any other entity. Fully trained professionals experienced in the area of Labor Compliance and the enforcement of the payment of prevailing wage rates on public works projects will administer the program on behalf of Rail Pros for VCTC. CS & Associates has firsthand experience in operating a DIR approved Labor Compliance Program in a manner consistent with the requirements established by the Division of Labor Standards Enforcement. This will ensure that Rail Pros, on behalf of VCTC, meets all Department of Labor, DIR, and Labor Code requirements.

We firmly believe that CS & Associates' unique expertise will facilitate your efforts to deliver additional infrastructure to the citizens of Fillmore with the least amount of disruption to your construction program.

Sincerely,

Charla Curtis

Charla Curtis, President
CS & Associates, Inc.

CS & Associates, Inc.
"An Expert Labor Firm"
27911 Smyth Drive
Santa Clarita, CA 91355-4034
(661) 253-3603 ofc
(661) 253-3606 fax



**PROPOSAL FOR
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III. Qualifications and Project Team

Firm History and Experience

CS & Associates, Inc. is a full-service Labor Compliance Program consulting firm located in Santa Clarita, California. CS & Associates, Inc. is an “S” Corporation founded in 2003 by Charla Curtis. Since its inception, CS & Associates, Inc has been successful in obtaining contracts with more than sixty (60) public agencies and three (3) community college districts and has provided expert Labor Compliance services on more than 1300 public works construction projects, which have included the following types of projects:

- LA Metro Transportation Authority Metro Rail
- New Construction /Modernizations
- Joint Use (retail/multi-family/public works)
- Parks, Libraries, Fire Stations, Community Centers and Theatres
- Schools & Community Colleges
- Infrastructure / Road work / Pathways / Roundabouts
- Water Recycling Plant / Water Treatment Plant
- Restoration / Preservation
- Water Control Channels / Levee with Bridge Access
- Museums



Please see attached list of recent and related projects and references.

CS & Associates, Inc. has a staff of five (5) full time and on (1) part-time employee, six (6) of whom operate out of the Santa Clarita office. CS & Associates’ President, Charla Curtis, is personally dedicated to providing Labor Compliance Program services throughout California for a select group of agencies. **Ms. Curtis is personally responsible for overall corporate commitment** and all aspects of operations as well as analyzing staffing needs, ensuring appropriate resources are available for specific projects, and for the assessment of staff’s continued commitment to assignments for each of Rail Pros ’s projects. CS & Associates, Inc. is flexible in meeting your needs and applies a comprehensive approach to meeting the statutory requirements of a Labor Compliance Program within a public works setting.

A. Assigned Staff:

Charla Curtis, President/ Labor Compliance Director
Patricia Chavez, Labor Compliance Manager
Ryan Smith, Labor Compliance Technician II
Shani Booker, Labor Compliance Analyst
Harvey Kuch, Labor Compliance Site Monitor

CS & Associates, Inc. is a full-service labor compliance firm with qualified individuals on staff who possess a cumulative fifty (50) years’ experience in labor compliance and **SCRRRA / LA Metro Transportation safety training for conducting on-site interviews on a live railway project.**

Charla Curtis - President/Labor Compliance Director

CS & Associates, Inc.



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Charla Curtis, President of CS & Associates, Inc., has more than thirty-five (35) years' experience in labor compliance, code enforcement, contract compliance, and investigations. Ms. Curtis possesses a wealth of knowledge and practical experience gained from coordinating Los Angeles Unified School District's Labor Compliance Program, the largest, most tenured program of its kind in the State. Prior to this Ms. Curtis served as a Labor Compliance Officer for four years monitoring projects sites, conducting audits, and enforcing the payment of prevailing wage rates on public works projects. With experience in conducting technical investigations and appeal hearing preparation and representation, Ms. Curtis possesses the necessary experience and perspective to handle difficult compliance issues, and the skill to resolve complex violations as well. Familiar with balancing the many competing interests within the area of Labor Compliance, Ms. Curtis can aptly advise Rail Pros on successful approaches to resolving potentially disruptive issues in the best interest of your Agency. Ms. Curtis has extensive experience in dealing with the following regulatory agencies and groups:

- *Department of Industrial Relations*
- *Division of Labor Standards Enforcement*
- *Department of Apprenticeships Standards*
- *Division of Labor Statistics and Research*
- *DLSE Legal*
- *Contractors State License Board*
- *DIR Appeals*
- *In-House Counsel/Outside Counsel*
- *Opposing Counsel*
- *Labor Unions/Labor Management Groups*
- *Apprenticeships*
- *Collective Bargaining Agreements*
- *Project Labor Agreements*
- *Construction and Building Trades Council*
- *Associated General Contractors*
- *Associated Building Contractors*



Many of today's Labor Compliance Programs sought Ms. Curtis' assistance and advice during their beginning stages and also use LAUSD's LCP Program manual, the collaborative effort of Ms. Curtis and staff, as the blueprint for their Districts' manuals and daily operations. In the years of coordinating LAUSD's Labor Compliance Program and previous years as a Labor Compliance Officer, Ms. Curtis has gathered a wealth of knowledge and hard-earned experience, which has allowed her to emerge as an expert in the growing field of Labor Compliance.

As President of CS & Associates, Inc., Ms. Curtis brings a wealth of expertise in the technical aspects of operating large programs, the necessary experience and perspective to handle difficult compliance issues, and the skill to resolve complex violations. Ms. Curtis can aptly assist Rail Pros in the successful approach to resolving potentially disruptive situations. Ms. Curtis possesses a Bachelor of Science in Business Administration from California State University at Los Angeles.

Functional Roles and Responsibilities: Ms. Curtis will have oversight responsibility for programs and will be Rail Pros 's primary contact. Ms. Curtis has personally provided Labor Compliance consulting Services on more than 200 projects in the past year and a half. She will personally review all exceptions, deficiencies, and investigative findings to ensure that work is performed at the highest possible level of quality and Rail Pros 's standards are upheld.

PATRICIA CHAVEZ – Labor Compliance Manager

Unbiased Representation

CS & Associates, Inc.



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Ms. Chavez has more than fifteen (15) years of experience conducting audits and calculating back wages and penalties utilizing the DIR recommended format. Ms. Chavez is knowledgeable in the areas of trade classifications, certified payroll record review, trust fund/fringe benefit verification. She has conducted numerous employee interviews and site visits. Ms. Chavez is also experienced in data collection and follow-up and will serve as Labor Compliance Manager for CS & Associates, Inc. Ms. Chavez is in the process of earning a Bachelor of Science Degree in Business Administration and is proficient in the following areas:

- *Presentations and Trainings*
- *Dispute Resolution*
- *Research and Investigations*
- *Contract Review and Interpretation*
- *Liaison Responsibilities*
- *Knowledge of Construction Phasing*
- *Knowledge of Classifications*
- *Pre-Bid and Pre-Construction Meetings*
- *Employee Interviews*
- *Certified Payroll Record Review*
- *Complaint Investigations*
- *Calculation of Back Wages and Penalties*

Functional Role and Responsibilities: Ms. Chavez systemically and methodically maintains an ongoing record of all deficient and/or inconsistent records; and conducts all required and necessary follow-up to either resolve the matter or refer the matter for audit or enforcement action.

RYAN SMITH – Labor Compliance Technician II

Mr. Smith has five (5) years' experience conducting audits and calculating back wages and penalties. Mr. Smith is knowledgeable in the areas of trade classifications, with a high degree of skill in electronic and technology related scopes of work, as well as in certified payroll record review and verification. Mr. Smith was instrumental in resolving more than 75 worker complaints and is also experienced in data collection and follow-up. He will serve as Labor Compliance Technician II for CS & Associates, Inc. Mr. Smith has an Associates of Arts Degree from College of the Canyons.

- *Employee Interviews*
- *Knowledge of Worker Classifications*
- *Certified Payroll Record Review*
- *Complaint Investigations*
- *Calculation of Back Wages and Penalties*
- *Investigations*
- *Random and Detailed Audits*
- *Expert Record Analysis*

“Knowledgeable & Technical”

Functional Role and Responsibilities: Mr. Smith will audit all exceptions and deficiencies occurring on City projects and will calculate the correct back wages and penalties when an underpayment is identified.

Harvey Kuch – Labor Compliance Monitoring/ Interviewer

Mr. Kuch has more than fourteen (14) years of experience conducting site visits and monitoring public works construction for the payment of prevailing wage rates. Mr. Kuch is a former construction trades person who is knowledgeable of construction trades and work classifications and has received Cal OSHA safety training. Mr. Kuch is also competent in the areas of determining scope of work provisions as defined by the Division of Labor Statistics and Research and apprenticeship requirements as defined by the Division of Apprenticeship Standards. Mr. Kuch possesses a high degree of skill in conducting employee interviews and technical report writing as related to scope of work provisions, jurisdictional disputes, and investigative findings.



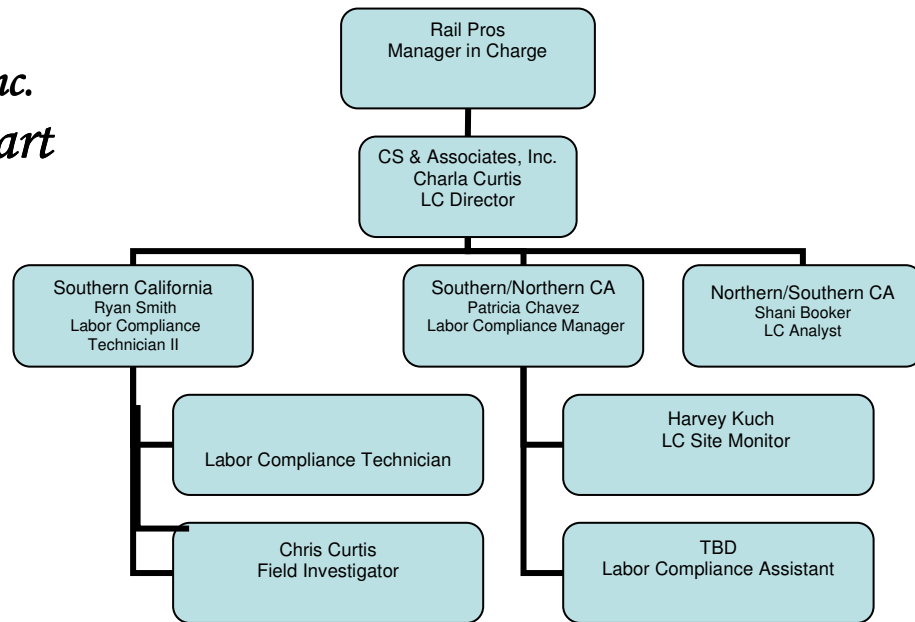
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Mr. Kuch is well trained in the area of certified payroll record review and verification, and is skilled in the area of data collection, review and follow-up. Mr. Kuch will serve as Labor Compliance Site Monitor/Interviewer for CS & Associates, Inc. Mr. Kuch possesses an Associates of Arts degree in Business Administration from the Los Angeles Trade Technical College.

- Employee Interviews
- Knowledge of Worker Classifications
- Certified Payroll Record Review
- Complaint Investigations
- Compare Site Visit Data to Certified Payroll Records
- Complaint Investigations

Functional Role and Responsibilities: Mr. Kuch will visit and monitor all active construction sites on a routine basis as well as collect, compare, and systematically maintain data regarding worker classifications and head counts per contractor, per project, per date. Mr. Kuch will investigate and/or rectify all exceptions and inconsistencies occurring between site visit data and submitted records.

CS & Associates, Inc.
Organization Chart



IV. Proposed Approach and Quality Assurance

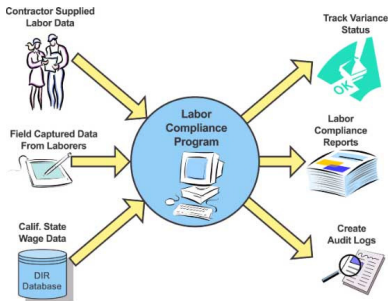
A. Methodology

CS & Associates, Inc. is prepared to start work immediately. Initially we will start by reviewing and updating your front-end documents in order to incorporate the most current labor compliance and labor code language and references. Here are the steps in our process for implementing a labor compliance program for Rail Pros :

- Review and Update of Bid Documents
- Pre-Job Meetings
- Certified Payroll Record Training for Payroll Administrators
- Weekly Certified Payroll Record Review



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- *Project Site Visits and Worker Interviews*
- *Determining the Proper Worker Classifications*
- *Assessing Apprentice Utilization and Ratios*
- *Document and Follow Up for Incomplete or Inaccurate Information*
- *Review Entire File Prior to Approval of Each Pay Application*
- *Provide Monthly Reports of Compliance Activity to Rail Pros Representative*
- *Take Immediate Corrective Action When a Violation is Determined*
- *Conduct Required Investigation & Submit Request for Approval of Forfeitures and Penalties*
- *Make Withholding of Contract Payment*
- *Conduct Settlement Conferences*
- *Facilitate Discovery and Review of Evidence*
- *Prepare for Hearing*
- *Maintenance of Information for Annual Reports*
- *Storage and Retention of All Records*

The schedule of these activities coincides with the project schedule, and each activity is coordinated with Rail Pros 's designated Project Manager.

V. Task, Sub Task and Output

Labor Compliance services will be managed, developed, coordinated, and implemented by CS & Associates' staff, or administered in conjunction with designated members of Rail Pros staff to meet the needs of the of the respective project(s). CS & Associates, Inc. proposes to provide a complete Labor Compliance Program, or selected components thereof, which ensure compliance with all categories of Labor Code Section 1771.5 as well as the Davis Bacon Act:

A. Task- Pre-Construction Services: Necessary services rendered prior to the start of construction which facilitate overall compliance or are required pursuant to Labor Code or DIR requirements.

- Work with Rail Pros to ensure that all project legal notices contain the proper LCP notifications to bidders; and statement of payment of prevailing wage requirements as stated in Labor Code Section 1771.5.
- Inform bidders of LCP requirements during the Project's pre-bid job walk and pre-construction meeting, as requested by Rail Pros.
- Provide direction and guidance to bidders in their queries regarding compliance with the LCP, including payment of prevailing wages, identification of labor classifications, and proper completion and submission of forms and notices.
- Conduct a comprehensive, hands-on training with payroll administrators employed by contractors submitting certified payroll records. Trainings are conducted at the start of each project for the prime contractor and all subcontractors, and on an "as needed basis" throughout the life of the project.

Output: The consistent and thorough delivery of pre-construction services is not only required, as in the case of the pre-construction meeting, but is an excellent opportunity to disseminate essential information and required materials to the contractor and subcontractor. This also assists in building early and cooperative communication with the contractor and subcontractor which increases the level of compliance and reduces violations on the overall project.





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B. Task- Construction Services: Necessary and required services delivered after the start of construction and during the life of the project through project completion and close out.

Routinely perform the following services during the course of construction of the Project:

- Collect and record the receipt of weekly Certified Payroll Records Pursuant to Labor Code Sections 1771.5(4), 1776, and California Code of Regulations 16401, 16402, 16403 as well as any applicable Federal statutes.
- Conduct a thorough review and examination of all Certified Payroll Records as necessary to ensure the required payment of prevailing wage per the applicable craft and worker classification.
- Conduct random audits of Certified Payroll Records.
- Maintain daily log/personnel sign in sheet and compare to relevant Certified Payroll Records
- Investigate all allegations of failure to pay prevailing wage rates and/or worker complaints per project.
- Make a formal request for payroll and time reporting documentation to the contractor and conduct an objective comparison of records to source documents and Certified Payroll Records.
- Prepare a report and/or memo to the file summarizing the investigation and findings.
- Process public records requests for certified payroll records and ensure that privacy considerations are observed pursuant to the Labor Code and California Code of Regulations.
- Conduct all follow up activities and ensure overall compliance with record keeping and reporting requirements.
- Coordinate with Rail Pros staff, Project Manager, and DSA Project Inspector as necessary to ensure that Rail Pros' employees and agents are informed of LCP issues that may impact the completion of the project. Attend and participate in meetings via video conference as requested by Rail Pros.

Output: The routine and methodical implementation of the above referenced services is not only required pursuant to Labor Code Section 1771.5, but they facilitate the consistent enforcement of the payment of prevailing wage rates as work progresses. The consistent collection, review and random auditing of certified payroll records and required submittals facilitates compliance efforts as well as prevents the late discovery of violations or lengthy investigations at project close out. In addition, the weekly collection, review and reporting of records allows Rail Pros to verify compliance prior to the release of each pay request.

C. Task - Record Keeping: The accurate maintenance and storage of collected records.

- Archive and store Certified Payroll Records and LCP documentation until project is complete, closed out and reconciled with data base and return files to awarding agency.
- Provide progress updates, submitted to designated departments or persons within Rail Pros on a monthly basis or as necessary to keep Rail Pros apprised of ongoing or developing LCP issues.





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Output: The organized archiving and storage of records during the life of the project and the proper close out and reconciliation of the data base to the physical file. Ensure there are no gaps in records and no missing submittals.

D. Tasks - Violation Investigations and Audits: Engage in the actions necessary to escalate a matter to the level of a formal enforcement action.

- Calculate back wages and penalties for each worker complaint, for each project.
- Review preliminary findings with contractor and or subcontractor and provide an opportunity to submit mitigating evidence and/or explanation.
- Conduct objective review of mitigating evidence and either modify, audit, or close case depending upon findings and outcome.
- Draft a formal “Request for Approval of Forfeitures and Penalties” and forward same to Division of Labor Standards Enforcement (DLSE). Upon receipt of approval, file a “Notice of Withholding of Contract Payment” with the required parties.
- Work with Rail Pros staff and legal counsel conduct settlement conferences and negotiate a resolution where possible.
- Conduct or facilitate training, as requested by Rail Pros .
- Work with Rail Pros and its legal counsel to conduct appeal hearing preparation and participate in all required pre-hearing conferences.
- Attend and testify on behalf of Rail Pros at appeal hearing(s).
- Assist in litigation related to LCP issues brought by third parties.
- Perform other duties as requested by Rail Pros or VCTC.

Output: Engage in all necessary activities to ensure the proper collection of back wages and penalties. Follow the case through to completion; engage in settlement discussion for a swifter case resolution.

E. Supplemental Services

CS & Associates, Inc. is prepared to fully administer all of the requirements of your Labor Compliance Program whether Rail Pros requires the electronic submission of records by contractors or accepts hard copies. CS & Associate’s customized software permits staff to maintain a comprehensive data base for the collection and verification of Certified Payroll Records in a time efficient manner. The software generates notices when certain inconsistencies or inaccuracies are detected by the system. CS & Associates’ trained staff will conduct all necessary follow up, as well as random audits, to achieve compliance and ensure the payment of prevailing wage rates. If Rail Pros wishes to have immediate web access to LCP data, this is available as an additional service.

F. Additional Services: Enforcement Actions and Post Investigative Services

- Following the receipt of a Request for Review of Appeal by the contractor / subcontractor all services shall be billed on an hourly basis.
- Work with Rail Pros staff and legal counsel conduct settlement conferences and negotiate a resolution where possible.
- Conduct or facilitate training, as requested by Rail Pros.
- Work with Rail Pros and its legal counsel to conduct appeal hearing preparation and participate in all required pre-hearing conferences.





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- Attend and testify on behalf of Rail Pros at appeal hearing(s).
- Assist in litigation related to LCP issues brought by other parties.
- Perform other duties as requested by Rail Pros.

V. Cost Proposal

Turnkey LCP Program services will be provided at sliding scale rates as follows:

Sespe Creek Emergency Slope Repair Project:

- **Estimated Construction Cost: \$823,226.30**
- **Project duration: September 6, 2024 to November 11, 2024**

Project Cost	Factor	Cumulative Total
\$823,226.30	Flat Rate	\$1795.00 per month

Flat Rate for each month: \$1,795.00
Total for three (3) months: \$5,385.00

Services for the project shall be billed at \$1,795.00 per month for a cumulative total of \$5,385.00. In the event the project duration is extended beyond December 1, 2024. Additional billing shall be issued at the flat rate of \$1,795 for each month that project is active and/or extended until such time that project is physically complete and there is no further on-site labor covered by prevailing wage and/or labor code requirements and all final reporting documents have been submitted by the prime contractor and all subcontractors. There are no anticipated reimbursables, however should the need arise, they shall be mutually agreed upon in advance by the parties as reasonable.

Given this project time extension, Labor Compliance Program Services shall not exceed the above referenced total and the below corresponding hourly rates. he above amount excludes post investigative services, appeal hearing preparation and appeal hearings which will be billed at the below listed rates for supplemental services.

Proposed Hourly Rates for Additional Services

Personnel	Rate
Labor Compliance Coordinator/Manager	\$165.00
Labor Compliance Manager	\$ 90.00
Labor Compliance Analyst	\$ 85.00
Field Investigator/ Site Monitor	\$ 80.00
Labor Compliance Technician	\$ 85.00
Administrative Support/ Data Entry	\$ 55.00

Hourly labor fees will be billed in increments of 0.1 hours. Fees are also subject to periodic review and adjustment. CS & Associates, Inc. will provide thirty (30) days written notice of its intent to Rail Pros, and any adjustment shall be made as mutually agreed by t Rail Pros and CS & Associates, Inc. All legal support fees shall be billed at actual rates, without mark-up. Reimbursable expenses shall be mutually agreed upon in advance by the parties as reasonable. Such expenses may include



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reproduction of LCP documents, expenses incurred for travel outside the county in which the work is being performed, such as transportation, lodging, per diem, car rental, mileage, and any other travel related expenses subject to reimbursement at the rate incurred. Reimbursable expenses will be itemized and billed on a monthly basis.

VI. References

REFERENCES

Awarding Agency: Location: Description of Services: Project Type: Dates of Service: Key Personnel on project: District Personnel Contact:	Long Beach Unified School District 2425 Webster Ave, Long Beach, CA 90810 Successfully Implementing LCP requirements, Local Hire, Local Business Participation and Skilled & Trained workforce tracking and reporting by project and contractor. Process Public Records Request. 60+ Measure E, Measure K and Prop 39 Modernizations, Renovations, Repairs & New Construction projects 1/1/2006 to present Charla Curtis- LCP Director: lead the coordination of program implementation, Liaison for District, PM and Contractor Patricia Chavez - LC Officer - coordinate and administer training & review with contractors/subs, verify compliance, audit. Debra Cox- LC Analyst - Capture, track prepare required reports for Local Hire, Local Business Participation & Monthly Reporting as well as verify compliance. Chari Curtis, LC Tech- Public Records Request Processing, Data Base Management & Project close out as well as verify compliance. Shani Booker, Admin Analyst, Data base management & monthly reporting, office administration and IT support.	Awarding Agency: Location: Description of Services: Project Type: Dates of Service: Key Personnel on project: District Personnel Contact:	Compton Community College District 1100 E. Artesia Blvd, Compton, CA 90221 Successfully Implementing Community Benefits Agreement/PLA in conjunction with a full LCP requirements, collection and review of payroll documents, monthly status reports Local Bond Measure New Construction of Student Services Building 3/17/2020 to 12/16/2021 Charla Curtis- LCP Director: lead the coordination of program implementation, Liaison for District, PM and Contractor Patricia Chavez - LC Officer - coordinate and administer training & review with contractors/subs, verify compliance, audit. Debra Cox- LC Analyst - Capture, track prepare required reports for Local Hire, Local Business Participation & Monthly Reporting as well as verify compliance. Chari Curtis, LC Tech- Public Records Request Processing, Data Base Management & Project close out as well as verify compliance. Shani Booker, Admin Analyst, Data base management & monthly reporting, office administration and IT support.
Awarding Agency: Location: Description of Services: Project Type: Dates of Service: Key Personnel on project: District Personnel Contact:	Lancaster School District 44711 Cedar Avenue, Lancaster, CA 93534 Successfully Implementing LCP requirements, collection and review of payroll records in accordance with both Federal and State requirements, verify compliance & process Public Records Request. Monthly and annual reporting. Josua ES + 10 Local Bond Measure projects consisting of upgrades, renovations and modernization 1/5/2013 to present Charla Curtis- LCP Director: lead the coordination of program implementation, Liaison for District, PM and Contractor Patricia Chavez - LC Officer - coordinate and administer training & review with contractors/subs, verify compliance, audit. Debra Cox- LC Analyst - Capture, track prepare required reports for Local Hire, Local Business Participation & Monthly Reporting as well as verify compliance. Chari Curtis, LC Tech- Public Records Request Processing, Data Base Management & Project close out as well as verify compliance. Shani Booker, Admin Analyst, Data base management & monthly reporting, office administration and IT support.	Awarding Agency: Location: Description of Services: Project Type: Dates of Service: Key Personnel on project: District Personnel Contact:	LA Metro Transit Authority One Gateway Plaza, Los Angeles, CA 90012 Successfully Implementing Labor Compliance Monitoring, as a sub consultant, on the Crenshaw Purple Line to LAX, a Metrolink project. LACMTA MetroLink Subway Project- Crenshaw LAX Purple Line 8/26/2013 to Present Charla Curtis-LCP Director: lead the coordination of program implementation, Patricia Chavez LC Manager - coordinate and administer training & review with contractors/subs, verify compliance, audit. Debra Cox- LC Officer - Capture, track prepare required data for Monthly Reporting, conduct contractor training as well as verify compliance. Chari Curtis, LC Tech- Public Records Request Processing, Data Base Management & Project close out as well as verify compliance. Shani Booker, Admin Analyst, Report to Prime consultant and Tamara Clark, Compliance Manager, ClarkTa@metro.net, 213-922-2600
Awarding Agency: Location: Description of Services: Project Type: Dates of Service: Key Personnel on project: District Personnel Contact:	Westside Union School District 41910 N. 50th Street West, Quartz Hill, CA 93536 Successfully Implementing LCP requirements, collection and review of payroll records in accordance with both Federal and State requirements, verify compliance & process Public Records Request. Monthly and annual reporting. 15+ Local & State Bond Measure projects consisting of new construction, modernization & repairs 3/13/2004 to present Charla Curtis- LCP Director: lead the coordination of program implementation, Liaison for District, PM and Contractor Patricia Chavez - LC Officer - coordinate and administer training & review with contractors/subs, verify compliance, audit. Debra Cox- LC Analyst - Capture, track prepare required data for Monthly Reporting, conduct contractor training as well as verify compliance. Chari Curtis, LC Tech- Public Records Request Processing, Data Base Management & Project close out as well as verify compliance. Shani Booker, Admin Analyst, Data base management & monthly reporting, office administration and IT support.	Awarding Agency: Location: Description of Services: Project Type: Dates of Service: Key Personnel on project: District Personnel Contact:	Mr. Alan Reising, Administrator, Facilities, areising@lpschools.net, 562-997-7550 Mr. Dean Four, Director of Facilities, dfour@lancsd.org, 661-948-4661 ext 109 Mr. Wayne Trussell, Facilities Director, w.trussell@westside.k12.ca.us, 661-722-0716



VI. Statement of Offer and Signature

A. Authorized Representative of the Company

Charla Curtis, President

- A.** I certify under penalty of perjury that this proposal constitutes a firm offer for a 30-day period and the proposed work shall be performed at the “not-to-exceed” price. Rail Pros’s standard contract is acceptable.

Charla Curtis

Charla Curtis, President

VII. Attachments (provided upon request)

- a) Department of Industrial Relations Approval of LCP
- b) SBE Certification

CS & Associates, Inc.
RECENT AND RELATED PROJECTS

Public Agency	Project Name	Project Location	Project Type	Project Amount	Year Completed	Staff
LA Metro Transit Authority	Crenshaw LAX Corridor subway	Crenshaw Blvd Corridor Exposition Blvd to LAX, Los Angeles CA	Metropolitan subterranean railway/subway	\$2 billion	8-2013 to present ongoing	Patricia Chavez, Debra Cox, Chari Curtis & Charla Curtis
City of Santa Clarita	Vista Multi-Modal Train Station	Vista Canyon and Lost Canyon	New construction of Metrolink Station	\$21mil	11-2020 to present	Patricia Chavez, Debra Cox, Chari Curtis, Harvey Kuch & Charla Curtis
City of Santa Clarita	Sherriff's Station	26201 Golden Valley Road, Santa Clarita, CA 91350	New Construction	\$43 mil	6-2019 to present ongoing	Patricia Chavez, Debra Cox, Chari Curtis, Harvey Kuch & Charla Curtis
City of Santa Clarita	Canyon Country Community Center	1840 Sierra Hwy, Santa Clarita, CA 91351	New Construction	\$23.9 mil	10-2019 to present ongoing	Patricia Chavez, Debra Cox, Chari Curtis, Harvey Kuch & Charla Curtis
City of Carson	Broadway Signal & lighting Improvement	Broadway and Alondra	Street Improvements	\$1.19 mil	1-2021 to present	Patricia Chavez, Debra Cox, Chari Curtis & Charla Curtis
Long Beach Unified School District	John Muir Academy K-8	3038 Delta Ave, Long Beach, CA 90810	HVAC & Modernization	\$12.6 mil	July 2020	Patricia Chavez, Debra Cox, Shani Booker, Harvey Kuch & Charla Curtis
Long Beach Unified School District	Bixby Elementary School	5251 E. Stearns St, Long	HVAC & Modernization	\$10.8 mil	June 2020	Patricia Chavez, Debra Cox, Shani Booker,

CS & Associates, Inc.
RECENT AND RELATED PROJECTS

		Beach, CA 90815				Harvey Kuch & Charla Curtis
Pittsburg Unified School District	Parkside Elementary School	985 W. 17 th St, Pittsburg CA 94565	Campus Replacement	\$42.5 mil	March 2021	Patricia Chavez, Jim Pacey & Charla Curtis
Lancaster School District	Joshua Elementary School	43926 2 nd St East, Lancaster, CA 93535	Modernizatio n & Seismic Mitigation	\$8 mil	Ongoing December 2021	Patricia Chavez, Debra Cox & Harvey Kuch
Compton Community College District	Student Services Building	1111 E. Artesia Blvd, Compton , CA 90221	New Construction	\$15.3 mil	Ongoing December 2021	Patricia Chavez, Debra Cox, Chari Curtis, Harvey Kuch & Charla Curtis
Riverside County Office of Education	Conference Center and Parking Structure	3939 13 th St, Riverside, CA 92501	New Construction	\$32 mil	Ongoing January 2022	Patricia Chavez, Debra Cox, Chari Curtis, Harvey Kuch & Charla Curtis