

**THE BOARD OF DIRECTORS OF WENDT RANCH GEOLOGIC HAZARD
ABATEMENT DISTRICT**

Adopted this Resolution on _____, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RESOLUTION NO. 2009/03 (WENDT RANCH GHAD)

SUBJECT: Approving consultant contract with ENGEO, Inc. to act as general manager of the Wendt Ranch Geologic Hazard Abatement District (GHAD).

WHEREAS, the Board of Directors desires to approve the consultant contract with ENGEO, Inc. to act as general manager of the Wendt Ranch GHAD attached hereto as Exhibit A.

The Board of Directors of the GHAD HEREBY RESOLVES THAT:

1. The GHAD Board approves the consultant contract with ENGEO, Inc. to act as general manager of the Wendt Ranch GHAD which is attached hereto as Exhibit A and incorporated herein by this reference.

2. The recitals are incorporated herein by this reference.

This Resolution shall become effective immediately upon its passage and adoption.

Exhibit A

CONSULTING SERVICES AGREEMENT

1. Special Conditions. These Special Conditions are incorporated below by reference.

(a) Public Agency: Wendt Ranch Geologic Hazard Abatement District

(b) Consultant's Name & Address: ENGEO Incorporated
2010 Crow Canyon Place, Suite #250
San Ramon, CA 94583

(c) Project Name, Number, & Location: Wendt Ranch Geologic Hazard Abatement District

(d) Effective Date: _____, 2009

(e) Payment Limit(s): \$109,150 for fiscal year 2009 (July 1, 2009 through June 30, 2010), Payment limit(s) shall be determined by the GHAD Board by resolution for each fiscal year and such determination shall be incorporated herein without further amendment hereto.

(f) Completion Date(s): Each task shall be completed as set forth in Appendix A.

2. Signatures. These signatures attest the parties' agreement hereto:

PUBLIC AGENCY
Wiedemann Ranch GHAD

CONSULTANT

By: _____

By: _____
(Designate official capacity in the business)

Approved by Resolution No. 2009/03

By: _____
(Designate official capacity in the business)

Type of Business: Sole Proprietorship, Government Agency,
Partnership or Corporation (circle one)

If Corporation, State of _____

Incorporation: _____

Note to Consultant: For corporations, the contract must be signed by two officers. The first signature must be that of the chairman of the board, president or vice-president; the second signature must be that of the secretary, assistant secretary, chief financial officer or assistant treasurer. (Civ. Code, Sec. 1190 and Corps. Code, Sec. 313.) The acknowledgment below must be signed by a Notary Public.

CERTIFICATE OF ACKNOWLEDGMENT

State of California)
)
County of _____) ss.

On the date written below, before me, _____, personally appeared (insert name and title of the officer) _____, personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal.

Dated: _____

3. Parties. Effective on the above date, the above-named Public Agency and Consultant mutually agree and promise as follows:
4. Employment. Public Agency hereby employs Consultant, and Consultant accepts such employment, to perform the professional services described herein, upon the terms and in consideration of the payments stated herein.
5. Scope of Service. Scope of service shall be as described in Appendix A, attached hereto and made a part hereof by this reference.
6. Report Disclosure Section. Any document or written report prepared hereunder by Consultant, or a subcontractor, for Public Agency shall contain, in a separate section, the numbers and dollar amounts of this contract and all subcontracts relating to the preparation of such document or written report, provided that the payment limit specified in Sec. 1(e) exceeds \$5,000. When multiple documents or written reports are the subject or products of this agreement, the disclosure section may also contain a statement indicating that the total contract amount represents compensation for multiple documents or written reports.
7. Insurance. Consultant shall, at no cost to Public Agency, obtain and maintain during the term hereof: (a) Workers' Compensation Insurance pursuant to state law; (b) Professional Liability Insurance with minimum coverage of \$1,000,000 and a maximum deductible of \$25,000.00; and (c) Comprehensive General Liability Insurance, including blanket contractual (or contractual liability) coverage, broad form property damage coverage, and coverage for owned and non-owned vehicles, with a minimum combined single limit coverage of \$1,000,000 for all damages due to bodily injury, sickness or disease, or death to any person, and damage to property, including the loss of use thereof, arising out of each accident or occurrence, and naming Public Agency, Contra Costa County, its/their governing bodies, officers and employees as additional insureds. Consultant shall promptly furnish to Public Agency certificates of insurance evidencing such coverage and requiring 30 days' written notice to Public Agency of policy lapse, cancellation or material change in coverage.
8. Payment. Public Agency shall pay Consultant for professional services performed at the rates shown in Appendix B attached hereto, which include all overhead and incidental expenses, for which no additional compensation shall be allowed. Notwithstanding the foregoing, those incidental expenses specifically itemized in Appendix B shall be reimbursable by Public Agency to Consultant, provided that Consultant submits copies of receipts and, if applicable, a detailed mileage log to GHAD Treasurer. In no event shall the total amount paid to Consultant exceed the payment limit(s) specified in Sec. 1(e) without prior written to, and approval of the GHAD Treasurer. Consultant's billing statements shall be submitted at convenient intervals approved by Public Agency and shall list, for each item of services, the employee categories, hours and rates. Public Agency will pay consultant in accordance with the requirements of Civil Code Section 3320 as applicable. Consultant may prepare and submit an amended updated Appendix B not more often than on a yearly basis, and if approved by Public Agency, such amended Appendix B shall be attached hereto, and shall be the current rates for the current fiscal year.
9. Status. The Consultant is an independent contractor, and shall not be considered an employee of Public Agency.
10. Time for Completion. Unless the time is extended in writing by Public Agency, Consultant shall complete each service covered by this Agreement no listed above later than the dates for completion set forth for such service in Appendix A..
11. Record Retention and Auditing. Except for materials and records delivered to Public Agency, Consultant shall retain all materials and records prepared or obtained in the performance of this Agreement, including financial records, for a period of at least five years after Consultant's receipt of the final payment for the tasks related to such materials and records under this Agreement. Upon request by Public Agency, at no additional charge, Consultant shall promptly make such records available to Public Agency, or to authorize representatives of the state and federal governments, at a convenient location within Contra Costa County designated by Public Agency, and without restriction or limitation on their use.
12. Documentation. Consultant shall prepare and deliver to Public Agency at no additional charge, the items described in Appendix A to document the performance of this Agreement and shall furnish to Public Agency such information as is necessary to enable Public Agency to monitor the performance of this Agreement.
13. Ownership of Documents. All materials and records of a finished nature, such as final plans, specifications, reports, and maps, prepared or obtained in the performance of this Agreement, shall be delivered to and become the property of Public Agency. All materials of a preliminary nature, such as survey notes, sketches, preliminary plans, computations and other data, prepared or obtained in the performance of this Agreement, shall be made available, upon request, to Public Agency at no additional charge and without restriction or limitation on their use.
14. Extra Work. Any work or services in addition to the work or services described in Appendix A shall be performed by Consultant according to the rates or charges listed in Appendix B. In the event that no rate or charge is listed for a

particular type of extra work, Consultant shall be paid for the extra work at a rate to be mutually agreed on prior to commencement of the extra work. In no event shall Consultant be entitled to compensation for extra work unless a written authorization or change order describing the work and payment terms has been executed by Public Agency prior to the commencement of the work.

15. Payment Retention. Not applicable.
16. Termination by Public Agency. At its option, Public Agency shall have the right to terminate this Agreement at any time by written notice to Consultant, whether or not Consultant is then in default. Upon such termination, Consultant shall, without delay, deliver to Public Agency all materials and records prepared or obtained in the performance of this Agreement, and shall be paid, without duplication, all amounts due for the services rendered up to the date of termination.
17. Abandonment by Consultant. In the event the Consultant ceases performing services under this Agreement or otherwise abandons the project prior to completing all of the services described in this Agreement, Consultant shall, without delay, deliver to Public Agency all materials and records prepared or obtained in the performance of this Agreement, and shall be paid for the reasonable value of the services performed up to the time of cessation or abandonment, less a deduction for any damages or additional expenses which Public Agency incurs as a result of such cessation or abandonment.
18. Breach. In the event that Consultant fails to perform any of the services described in this Agreement or otherwise breaches this Agreement, Public Agency shall have the right to pursue all remedies provided by law or equity. Any disputes relating to the performance of this Agreement shall not be subject to non-judicial arbitration. Any litigation involving this Agreement or relating to the work shall be brought in Contra Costa County, and Consultant hereby waives the removal provisions of Code of Civil Procedure Section 394.
19. Compliance with Laws. In performing this Agreement, Consultant shall comply with all applicable laws, statutes, ordinances, rules and regulations, whether federal, state, or local in origin. This includes compliance with prevailing wage rates and their payment in accordance with California Labor Code, Section 1775.
20. Assignment. This Agreement shall not be assignable or transferable in whole or in part by Consultant, whether voluntarily, by operation of law or otherwise; provided, however, that Consultant shall have the right to subcontract that portion of the services for which Consultant does not have the facilities to perform so long as Consultant notifies Public Agency of such subcontracting prior to execution of this Agreement. Any other purported assignment, transfer or subcontracting shall be void.
22. Endorsement on Plans. Consultant shall endorse all plans, specifications, estimates, reports and other items described in Appendix A prior to delivering them to Public Agency, and where appropriate, indicate his/her registration number.
23. Patents and Copyrights. The issuance of a patent or copyright to Consultant or any other person shall not affect Public Agency's rights to the materials and records prepared or obtained in the performance of this Agreement. Public Agency reserves a license to use such materials and records without restriction or limitation, and Public Agency shall not be required to pay any additional fee or royalty for such materials or records. The license reserved by Public Agency shall continue for a period of fifty years from the date of execution of this Agreement, unless extended by operation of law or otherwise.
- 23a. Indemnification. Consultant shall indemnify and hold harmless Public Agency, its governing body, officers, employees, representatives, and agents ("Indemnitees") from any and all demands, losses, claims, costs, suits, liabilities, and expenses for any damage, injury, or death (collectively "Liability") arising directly or indirectly from or connected with the services provided hereunder which is caused, in whole or in part, by the negligence or willful misconduct of Consultant, its officers, employees, agents, contractors, subconsultants, or any persons under its direction or control and shall make good to and reimburse Indemnitees for any expenditures, including reasonable attorneys' fees and costs, the Indemnitees may make by reason of such matters. Consultant's obligations under this section shall exist regardless of concurrent negligence or willful misconduct on the part of the Public Agency or any other person; provided, however, that Consultant shall not be required to indemnify Indemnitees for the proportion of liability a court determines is attributable to the negligence or willful misconduct of the Public Agency, its governing body, officers, or employees. This indemnification clause shall survive the termination or expiration of this Agreement.
- 23b. Indemnification. In addition, Consultant's maximum liability to Public Agency for professional negligence shall not exceed \$2 million. The above maximum is applicable solely to professional negligence and shall not apply to, limit, diminish, or affect Consultant's obligations under this section for any other claims, costs, or liability, including, but not limited to, general liability, general negligence, vehicular negligence, contractual liability, or workers' compensation liability. Further, the above maximum is applicable only to the services covered by this Agreement.

24. Heirs, Successors and Assigns. Except as provided otherwise in Section 20 above, this Agreement shall inure to the benefit of and bind the heirs, successors, executors, personal representatives, and assigns of the parties.
25. Public Endorsements. Consultant shall not in its capacity as a Consultant with Public Agency publicly endorse or oppose the use of any particular brand name or commercial product without the prior approval of the Public Agency's governing board. In its Public Agency Consultant capacity, Consultant shall not publicly attribute qualities or lack of qualities to a particular brand name or commercial product in the absence of a well-established and widely accepted scientific basis for such claims or without the prior approval of the Public Agency's governing board. In its Public Agency Consultant capacity, Consultant shall not participate or appear in any commercially produced advertisements designed to promote a particular brand name or commercial product, even if Consultant is not publicly endorsing a product, as long as the Consultant's presence in the advertisement can reasonably be interpreted as an endorsement of the product by or on behalf of Public Agency. Notwithstanding the foregoing, Consultant may express its views on products to other Consultants, the Public Agency's governing board, its officers, or others who may be authorized by the Public Agency's governing board or by law to receive such views.
26. Project Personnel. In performing the services under this Agreement, Consultant shall use the personnel listed in Appendix B, attached hereto and made a part hereof by this reference. Changes in project personnel may only be made with Public Agency's written consent, and Consultant shall notify Public Agency in writing at least thirty (30) days in advance of any proposed change. Any person proposed as a replacement shall possess training, experience and credentials comparable to those of the person being replaced.
27. Amendment. This Agreement shall be subject to amendment only through a written amendment executed by both parties (and approval of the GHAD Board).

**Wendt Ranch Geologic Hazard Abatement District
Appendix A**

Scope of Services

ENGEO Incorporated (CONSULTANT) shall be responsible for the day-to-day management of the Geologic Hazard Abatement District (GHAD) in accordance with all applicable state and federal statutes, the Districts adopted Plan of Control and all adopted Board policies and guidelines, including Resolution 2008/01.

CONSULTANT shall develop and maintain a computerized accounting and bookkeeping system sufficient to allow District costs and expenditures to be cost applied to individual projects and/or programs. CONSULTANT shall retain an independent accounting firm to reconcile the accounting and bookkeeping records maintained by the CONSULTANT to those maintained by the District Treasurer. Consultant shall cause financial audits of the District's accounting and bookkeeping records to be performed at least biannually.

CONSULTANT shall provide the following to the Board of Directors in a timely manner:

1. In accordance with the schedule established by the County Tax Collector, CONSULTANT shall prepare (or cause to be prepared) an annual update to the GHAD assessment role.
2. Prior to April 30 of every year, CONSULTANT shall develop and circulate a proposed budget detailing how the funds District budget are to be expended.

CONSULTANT shall develop and submit **Quarterly Year-To-Date Expense Reports** comparing actual expenditures to the approved budgets.

CONSULTANT shall fully cooperate with consultants (or others) retained by the Board of Directors to perform Management Audits called for or authorized by the Board of Directors.

Except in the case of an emergency and in accordance with the Board's adopted policies on contracting for professional services, CONSULTANT is prohibited from performing any design work on GHAD Major Repair projects or improvements with an estimated value in excess of the approved budget.

CONSULTANT shall perform routine geotechnical analyses and slope stability studies for maintenance and long-term preventive programs, as needed.

As necessary, the CONSULTANT shall update and make amendments to the Plan of Control, subject to Board approval.

Wendt Ranch Geologic Hazard Abatement District
Appendix B
Rate Sheet

PROFESSIONAL SERVICES

President	\$275.00 per hour
Principal Engineer/Geologist	\$200.00 per hour
Associate Engineer/Geologist	\$180.00 per hour
Senior Engineer/Geologist	\$160.00 per hour
Project Engineer/Geologist	\$145.00 per hour
Staff Engineer/Geologist	\$125.00 per hour
Assistant Engineer	\$100.00 per hour
Construction Services Manager	\$130.00 per hour
Senior Construction Services Technician	\$110.00 per hour*/**
Construction Services Technician	\$95.00 per hour*/**
Environmental Technician	\$98.00 per hour*
Lab Technician/Manager	\$100.00 per hour*
CAD Specialist	593.00 per hour
Network Administrator	\$95.00 per hour
Project Assistant	\$79.00 per hour

* Two-hour minimum portal to portal. Travel time, pick-up and delivery will be billed based on normal hourly rates, portal to portal.

* OVERTIME RATES: Rates increased by factor of 1.5 for all hours worked in excess of eight (8) Monday through Friday, and the first eight (8) hours worked on Saturday. Rates increased by factor of 2.0 for all hours worked in excess of twelve (12) Monday through Friday, all hours worked in excess of eight (8) on Saturday and all hours worked on Sunday and holidays.

** For Prevailing Wage projects, increase the hourly rate by \$15.

ADDITIONAL SERVICES OFFERED

In addition to our core services of geotechnical, hydrologic and environmental engineering, including construction-phase testing and observation, ENGEO provides clients with services for establishment and management of Geologic Hazard Abatement Districts (GHAD) and for Entitlement and Permitting Support (EPS). For more information about these services and associated pricing, please contact ENGEO at (925) 866-9000.

OTHER FEES

- Equipment and materials will be charged in addition to the above hourly rates.
- Outside Consultants, Subcontracted Services and Equipment Rental Cost
-Deposition, Court Appearance (Minimum Charge) \$1,600.00 half *day*
 \$3,200.00 full *day*

TERMS OF PAYMENT

Invoices will be submitted at completion of work or at approximately two week intervals and are due and payable upon receipt. Statements will be issued at monthly intervals. Charges not paid within 30 days of invoice date will accrue a late charge at a rate of 1.5 percent per month. In the event it becomes necessary to commence suit to collect amount due, Client agrees to pay attorney's fees and costs, as the court may deem reasonable until amount is paid.