



November 21, 2019

Marilou Ayupan  
Interim Public Works Director  
City of Union City  
34009 Alvarado-Niles Rd  
Union City, CA 94587

**Project No.: AL-18109**

**RE: MULTIMODAL CORRIDOR STUDY FOR EAST WEST CONNECTOR PROJECT, CITY  
PROJECT NO. 18-04, P.O. No. 10394534, ADDITIONAL SERVICES LETTER**

Dear Ms. Ayupan:

Per your request, Mark Thomas & Company (Mark Thomas) has prepared this letter for additional services related to the Multimodal Corridor Study for East West Connector Project (Project). These additional services are required to complete the study as the original schedule has been elongated and more agency meetings have been requested. We have also been asked to complete other services not included within our original scope including photorealistic renderings and assistance with presentation materials. A detailed scope, fee estimate and schedule are provided below.

## SCOPE OF SERVICES

### TASK 1 – PROJECT MANAGEMENT

#### TASK 1.1 - Project Management & Coordination

Mark Thomas will continue to perform ongoing day to day management activities for the project and coordinate with the City of Union City (City) and sub-consultant team. This task includes regular email and phone call correspondence, maintaining project files and preparing monthly invoices and progress reports. It is assumed this project will take approximately eight (8) more months to complete.

#### TASK 1.2 - Meetings

Mark Thomas will assist the City with meeting coordination for internal and external stakeholders. It is anticipated that additional agency meetings will occur with Union Pacific Railroad (UP), Bay Area Rapid Transit District (BART), Alameda County Flood Control and Water Conservation District, PG&E, AT&T, Comcast and the San Francisco Bay Regional



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Water Quality Control Board. This includes preparing meeting agendas and minutes as well as providing ancillary meeting materials as required. It is assumed Mark Thomas will attend up to ten (10) additional meetings as a part of this task.

### **DELIVERABLES**

- Monthly Progress Reports and Invoicing
- Meeting Agendas, Minutes and Ancillary Meeting Materials (as required)
- *All deliverables will be submitted in .pdf format unless otherwise specified*

## **TASK 2 – PRELIMINARY ALIGNMENT PLAN**

### **TASK 2.2 - Final Alignment Plan**

Mark Thomas will continue to refine the Project alignment plan based upon comments from the City. It is unknown at this time how many more revisions will be needed so we have budgeted an additional 40 hours of staff time to complete this task. As a part of the Mark Thomas team, Toole Design Group (TDG) will develop up to four photorealistic renderings along the Project alignment as determined by the City. Once the four locations have been selected, TDG will take “before” photos and develop draft photorealistic renderings for City review and comment. After one set of comments from the City has been compiled, TDG will revise the draft renderings and prepare four final photorealistic renderings.

### **TASK 2.3 - Conceptual Cost Estimate**

After the final alignment plan has been accepted by the City, Mark Thomas will prepare a concept level opinion of probable construction costs for the plan. This estimate will use a standard Caltrans 11-page estimate format and develop rough order of magnitude (ROM) costs. Planning level contingencies and additions will be used as well as escalation to projected build years if the City desires.

### **DELIVERABLES**

- Revised Alignment Plan
- Photorealistic Renderings at up to Four Locations
- Conceptual Cost Estimate
- *All deliverables will be submitted in .pdf format unless otherwise specified*

## **TASK 3 – MISCELLANEOUS TASKS**

### **TASK 3.1 - Miscellaneous Tasks**

On an as-needed basis, Mark Thomas will perform various conceptual design or presentation related tasks requested by the City. These tasks may include assistance with



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City Council presentation, public presentation or Alameda Transportation Commission presentation materials.

### DELIVERABLES

- As-Needed Miscellaneous Materials
- *All deliverables will be submitted in .pdf format unless otherwise specified*

### FEE ESTIMATE

We have provided a fee summary below and attached a detailed breakdown.

Task Description	T&M NTE Amount
1.1 Project Management & Coordination	\$14,687
1.2 Meetings	\$14,396
2.2 Final Alignment Plan Mark Thomas \$5,920 Toole Design Group \$20,000 5% Sub Mark-Up \$1,000	\$26,920
2.3 Conceptual Cost Estimate AECOM \$10,000 5% Sub Mark-Up \$500	\$10,500
3.1 Miscellaneous Tasks	\$10,485
<b>Total Additional Budget</b>	<b>\$76,988</b>

### SCHEDULE

These additional services will be completed as the project moves through various agency approvals and reviews and, in some cases, on an as-needed basis.

Thank you for the opportunity to provide this letter for additional services for the Multimodal Corridor Study for East West Connector Project. Please give me a call if you need any additional information or have any questions regarding these additional services.

Sincerely,

**MARK THOMAS**



Shawn P. O'Keefe, PE, QSD  
Principal, Vice President

Accepted:

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Signature

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Name/Title



**COST PROPOSAL FOR PROJECT SCOPE - City of Union City: Multimodal Corridor Study for East West Connector Project, City Project No. 18-04 - Additional Services**

<div> MARK THOMAS</div>	Mark Thomas								Subconsultants			TOTAL COST
	Principal Sasha Dansky \$350	Engineering Manager Shawn O'keefe \$275	Project Engineer \$146	Design Engineer II \$128	Sr. Graphic Designer \$142	Sr. Project Coordinator \$124	Total Hours	Total MT Cost	Toole Design Group Non-DBE	AECOM Non-DBE	Sub Mark-Up 5%	
1.0 PROJECT MANAGEMENT												
1.1 Project Management & Coordination		48				12	60	\$14,687			\$0	\$14,687
1.2 Meetings	16	32					48	\$14,396			\$0	\$14,396
OTHER DIRECT COSTS								\$0			\$0	\$0
Subtotal Phase 1	16	80	0	0	0	12	108	\$29,083	\$0	\$0	\$0	\$29,083
2.0 PRELIMINARY ALIGNMENT PLAN												
2.2 Final Alignment Plan		2	4		32	2	40	\$5,920	20,000		\$1,000	\$26,920
2.3 Conceptual Cost Estimate							0	\$0		10,000	\$500	\$10,500
OTHER DIRECT COSTS								\$0			\$0	\$0
Subtotal Phase 2	0	2	4	0	32	2	40	\$5,920	\$20,000	\$10,000	\$1,500	\$37,420
3.0 MISCELLANEOUS TASKS												
3.1 Miscellaneaou Tasks		4	8	16	40	4	72	\$10,485	-	-	\$0	\$10,485
OTHER DIRECT COSTS								\$0	-	-	\$0	\$0
Subtotal Phase 3	0	4	8	16	40	4	72	\$10,485	\$0	\$0	\$0	\$10,485
TOTAL HOURS	16	86	12	16	72	18	220		0	0		220
Total Labor								\$45,487	\$20,000	\$10,000	\$1,500	\$76,987
OTHER DIRECT COSTS								\$0	\$0	\$0	\$0	\$0
TOTAL COST	\$5,600	\$23,639	\$1,753	\$2,048	\$10,207	\$2,240		\$45,487	\$20,000	\$10,000	\$1,500	\$76,987