CITY COUNCIL **AGENDA REPORT**

MEETING DATE: September 15, 2021 **ITEM #2**

SUBJECT:

CONSIDERATION AND AWARD OF PROFESSIONAL SERVICES CONTRACT TO KIMLEY-HORN AND ASSOCIATES INC. FOR THE DESIGN OF ELECTRIC VEHICLES (EV) CHARGING STATIONS (PLUG-IN PARTNERSHIP PHASE 1)

INITIATED OR REQUESTED BY:	**REPORT COORDINATED OR PREPARED BY:**
[ ] Council [X] Staff	Sarah Strand, Senior Transportation Planner
[ ] Other	**Community Development Department**

ATTACHMENT [X] Yes [ ] No [ ] Information [ ] Direction [X] Action

OBJECTIVE

The purpose of this report is to obtain City Council approval for the award of a professional services contract for the design of EV Charging stations at multiple locations throughout the City as part of the West Sacramento Plug-in Partnership program (Phase 1).

RECOMMENDED ACTION

Staff respectfully recommends that the City Council:

1. Award a contract for professional services with Kimley-Horn and Associates, Inc. for the design of electric vehicle charging stations as part of the City Plug-In Partnership program; and

2. Authorize the City Manager or his designee to execute a professional services contract with Kimley-Horn and Associates, Inc. in the amount of $113,400; and

3. Authorize the City Manager or his designee to make contract amendments up to 10% ($11,340) of the value of the contract.

BACKGROUND

In December 2018, SACOG Board of Directors authorized the award of a Green Region grant in the amount of $2,665,000 to the City of West Sacramento, funding the West Sacramento Plug-in Partnership Program. The Plug-in Partnership (PiP) program supports increased adoption and use of zero emission vehicles through the citywide installation of electric vehicle (EV) charging stations throughout the city, including collaboration with local fleet-operating stakeholders. The required 11.47% local match requirement is met through in-kind donations of labor and equipment with the City's primary partner in the submitted grant application, ChargePoint Inc.

The overall PiP scope includes siting, design, permit, construction, and installation of between 25-35 Level 2 (L2) charging stations and up to seven (7) DC Fast Chargers (DCFC) and outreach to freight stakeholders and the business community encouraging medium-duty fleet electrification. The program was broken into phases, with Phase 1 focused primarily on City-owned and EV ready site locations to support expedient installation of charging infrastructure where possible. Phase 2 will expand the work to assess private property locations more broadly as candidate site for installations, such as commercial plazas, and will explore necessary coordination and policy decisions such as pricing in order to partner with private entities for additional EV Charger installations.

The City Council adopted of Resolution 19-93 approving the Supplemental Operations & Maintenance and 5-Year Capital Improvement Program (CIP) Budget for fiscal years 2019-20 and 2020-21 on September 18, 2019, which included $2,665,000 in eligible local funds ($1,000,000 of Measure E and $1,665,000 of General Fund). By approving Resolution 19-94, the City Council authorized an amendment to the CIP to reflect this exchange of funds (local funding swap) which defederalized the Plug-in Partnership project and enabled work on the project to begin. Since then, staff has continued work on siting installations, coordinating with ongoing City-owned projects to make-ready for EV installations where appropriate, and entering into a contract formalizing the City's partnership with ChargePoint Inc., as committed to SACOG in the "Plug-in Partnership" application.

Staff coordinated with the City Attorney's office and Construction & Facilities Development Division on a procurement approach, and in May 2021 released a Request for Proposals for the Design of EV charging stations. The locations of these charging stations were provided on a list of proposed Phase 1 Plug-in Partnership sites (see Attachment 1 – Exhibit A for scope details). Later phases of work will be brought forward to City Council for additional deliberation, including policy considerations related to private property ownership partnerships, at later dates as Phase 2 is initiated separately from the contract set forth for City Council consideration at this time.

ANALYSIS

A competitive procurement was completed to select the proposed firm, Kimley-Horn and Associates, Inc. to complete the design of EV Charging Stations for the Plug-in Partnership (Phase 1) contract.

A Request for Proposals was released in May 2021 and advertised to potential vendors through Procure Now and the City's webpage. The RFO received four (4) responsive proposals in June 2021. In July 2021, an evaluation panel reviewed and scored all proposals, unanimously identifying Kimley-Horn as both the most qualified and most cost competitive firm recommended for selection.

The proposed Contract Scope of Work includes preliminary design services to further assess the site feasibility and cost impacts associated with each candidate site, and subsequently proceed with design on City-approved sites to develop construction plans; including final plans, specifications, and cost estimates. Once this initial phase has been completed, the City will release a bid for construction and installation of EV charging stations at the pre-approved locations. The Consultant would also be retained for bid-stage services to respond to any clarifying questions that could arise related to EV charging station designs. See Attachment 1 – Exhibit A for full consultant proposal detailing the scope of work.

In May 2021, the City solicited proposals from qualified firms for professional engineering services for the design of EV charging stations consisting of a range of charger ports at multiple sites throughout the City as part of the first phase of implementation for the "West Sacramento Plug-in Partnership" program (Phase 1). This solicitation seeks to further implementation of the 2018 "West Sacramento Plug-in Partnership" between the City of West Sacramento and ChargePoint, Inc., a robust program developed with the intent to deploy a robust program for expanding access and availability of Electric Vehicle Supply Equipment (EVSE). The City seeks to further this goal by installing a combination of Level 2 and DC Fast Chargers at key locations for public use.

Phase 1 of the Plug-in Partnership is focused primarily on City-owned properties, which were identified through a cross-departmental coordination effort to advance the most "EV-ready" sites that would support demand for charger expansions. The following locations and tentative EVSE types/quantities identified for consideration in the Phase 1 Plug-in Partnership:

1. West Sacramento (WS) City Hall: 1110 W Capitol Ave – (3) CT4000 Level 2 Chargers
2. Heritage Oaks Park: 1300 Lake Washington Blvd – (1) CT4000 Level 2 Charger
3. WS Police Station: 550 Jefferson Blvd – (1) CT4000 Level 2 Charger
4. WS New Corporation Yard: 4300 West Capitol Ave – (5) CT4000 Level 2; (2) Express 250 DCFC
5. Joey Lopes Park: 840-878 Sycamore Ave – (5) CT4000 Level 2 Chargers
6. WS Recreation Center: 2801 Jefferson Blvd #5317 – (3) CT4000 Level 2 Chargers
7. WS Community Center: 1075 W Capitol Ave – (5) CT4000 Level 2 Chargers
8. Bridge Street Parking Lot: 74 Bridge St – (2) Express 250 DCFC

Many sites, including City Hall, the New Corporation Yard, and Heritage Oaks Park were coordinated pre-emptively to install the supportive infrastructure necessary to streamline and facilitate equipment installation. Other sites, such as Joey Lopes Park and the Recreation Center will require additional assessments and coordination to determine cost and feasibility of proceeding with design and installation. Funding of the Police Station installation will be augmented through a Yolo-Solano Air Quality Management District (YSAQMD) Clean Air Fund grant awarded to the City in 2020 to meet demand from employees for EV charging at that site. Staff will return to Council to share the findings of preliminary assessments for each site alongside cost estimates to share recommendations on sites to be advanced for full design and construction/installation, or whether any sites are deemed infeasible for any reason.

Environmental Considerations

For all sites advanced through design to the development of construction bid packages, environmental clearance will be obtained. EV charging station installations are typically exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines Sections 15301 (Existing Facilities) and 15303 (Construction of Small Facilities or Structures). The City anticipates that these exemptions will apply for standard level of work on these Electric Vehicle Supply Equipment (EVSE) projects. No federal funding is in use for this project and, as such, will not be subject to NEPA.

Commission Recommendation

Phase 1 of the Plug-in Partnership work does not present new policy implications which would require additional Transportation, Mobility and Infrastructure (TMI) Commission input to proceed with a design contract at this time. However, as staff proceeds with work and initiates Phase 2 of the PiP, key policy considerations will be brought

forward for Commission and Council consideration and deliberation, including pricing for public use, fund structuring to ensure resources for maintenance and replacement considerations in the long-term, and private partnership approaches. Currently, the City only has two (2) public charging station locations in the City working with ChargePoint, including two (2) dual-port Level 2 chargers at City Hall that are free for employees and the public to charge 24 hours a day, and two (2) dual-port Level 2 chargers at the Bridge District Parking lot which is managed under the umbrella of parking policies for that lot. The City does not have a city-wide pricing policy established for public EV Charging stations, has a fund been established to collect or direct revenues from a more robust charging network toward long-term maintenance or replacement costs at this time. These will remain critical policy topics to address through the work of the PiP moving forward, as this work will significantly expand City owned network of public charging infrastructure.

Strategic Plan Integration
Award of this contract will support continued work on the Plug-in Partnership program, which seeks to expand the availability and accessibility of Electric Vehicle Charging Infrastructure for West Sacramento. This directly supports the 2020 strategic plan goals of "Climate & Energy" and "Mobility and Connectivity" and directly implements the goals, strategies and tactics set forth by: 2040 General Plan, Mayors' Commission on Climate Change, Mobility Action Plan, and forthcoming Climate Action Plan. This work is critical to supporting the City's ambitious goals of reducing greenhouse gas emissions contributing to climate change and making EV ownership more accessible and convenient West Sacramento residents.

Alternatives
1) Staff respectfully recommends that the City Council approve a contract with Kimley-Horn and Associates, Inc. in the amount of $113,400 for the design of EV charging stations as part of the City Plug-in Partnership (PiP) program and authorize the City Manager or his designee to make contract amendments to provide a contingency of up to 10% ($11,340) of the value of the contract.
2) City Council may elect to set forth proposed conditions or modifications to the scope of work proposed by staff. This is not recommended as the current scope of work has been coordinated across departments and negotiated to establish the rates set forth by the Consultant. Revisions or additional conditions could cause delays to the start of work; however, staff will proceed as directed by City Council.
3) City Council may elect not to approve the contract at this time. Staff does not recommend this alternative, as this work is critical to implementing multiple City plans and goals to address climate change by encouraging EV adoption by residents through expanded access to EV charging infrastructure.

Coordination and Review
This report and the procurement leading up to it was coordinated by the Transportation and Mobility Division of the Community Development Department with review from the Construction and Facilities Development, Finance Division, City Attorney's Office, and City Manager's Office.

Budget/Cost Impact
The total cost of this project is $124,740 funded using the Plug-In Partnership Program appropriation, which is made up of from Measure E and the General Fund. Please note, although funded through a SACOG Green Region Grant originally comprised of federal Congestion Mitigation & Air Quality (CMAQ) funds, the program budget is presently comprised of local dollars, per the local funding swap agreement approved by City Council (Resolution 19-94) on October 2, 2019, which effectively defederalized the grant funds, per the recommendation of SACOG at that time. The current remaining balance of the Plug-in Partnership program project is $2.616M.

The breakdown of costs to provide the design and bid-stage services for the Plug-in Partnership (Phase 1) EV Charging Stations are as follows:

Negotiated Professional Services Contact with Kimley-Horn and Associates:	$113,400
10% Contingency:	$11,340
Total Project Cost:	$124,740

ATTACHMENT(S)
1. Contract for Professional Services

CONTRACT FOR SERVICES

THIS CONTRACT is made on September 15, 2021, by and between the CITY OF WEST SACRAMENTO ("City"), and KIMLEY-HORN AND ASSOCIATES, INC. ("Consultant").

WITNESSETH:

WHEREAS, the City desires professional services to assess, design and provide bid stages services in support of the installation of EV Charging Stations as part of the West Sacramento Plug-in Partnership Program (Phase 1); and

WHEREAS, the Consultant has presented a proposal for such services to the City, dated June 25, 2021, (attached hereto as **Exhibit "A"**) and is duly licensed, qualified and experienced to perform those services;

NOW, THEREFORE, the parties hereto mutually agree as follows:

1. SCOPE OF SERVICES:

A. Consultant shall do all work, attend all meetings, produce all reports and carry out all activities necessary to completion of the services described in the Scope of Work, attached hereto and incorporated herein by this reference as **Exhibit "A".** This Contract and its exhibits shall be known as the "Contract Documents." Terms set forth in any Contract Document shall be deemed to be incorporated in all Contract Documents as if set forth in full therein. In the event of conflict between terms contained in these Contract Documents, the more specific term shall control. If any portion of the Contract Documents shall be in conflict with any other portion, provisions contained in the Contract shall govern over conflicting provisions contained in the exhibits to the Contract.

B. Consultant enters into this Contract as an independent contractor and not as an employee of the City. The Consultant shall have no power or authority by this Contract to bind the City in any respect. Nothing in this Contract shall be construed to be inconsistent with this relationship or status. All employees, agents, contractors or subcontractors hired or retained by the Consultant are employees, agents, contractors or subcontractors of the Consultant and not of the City. The City shall not be obligated in any way to pay any wage claims or other claims made against Consultant by any such employees, agents, contractors or subcontractors, or any other person resulting from performance of this Contract.

C. The Consultant agrees it has satisfied itself by its own investigation and research regarding the conditions affecting the work to be done and labor and materials needed, and that its decision to execute this Contract is based on such independent investigation and research.

2. TERM OF CONTRACT

A. The services of Consultant are to commence upon execution of this Contract by the City, and shall be undertaken and completed in accordance with the Schedule of Performance attached hereto and incorporated herein by this reference as **Exhibit "A"**.

B. Consultant's failure to complete work in accordance with the Schedule of Performance may result in delayed compensation as described in Section 3**.**

C. The City Manager or his designee may, by written instrument signed by the Parties, extend the duration of this Contract for a period equal to the original term of this Contract in the manner provided in Section 5, provided that the extension does not require the payment of compensation in excess of the maximum compensation set forth in Section 3, Compensation.

3. COMPENSATION:

A. The Consultant shall be paid monthly for the actual fees, costs and expenses for all time and materials required and expended, but in no event shall total compensation exceed One Hundred and Thirteen Thousand and Four Hundred Dollars ($113,400), without the City's prior written approval. Consultant's fees shall be as specified in the Schedule of Fees, which is attached hereto an incorporated herein as **Exhibit "A"**.

B. Said amount shall be paid upon submittal of a monthly billing showing completion of the tasks that month. Consultant shall furnish City with invoices for all expenses, as well as for all materials authorized by this Contract. The invoices shall be submitted with the monthly billings. If Consultant's performance is not in conformity with the Schedule of Performance, payments may be delayed or denied, unless the Consultant's failure to perform in conformity with the Schedule of Performance is a documented result of the City's failure to conform with the Schedule of Performance, or if the Schedule of Performance is extended pursuant to Section 5.

C. If the work is halted at the request of the City, compensation shall be based upon the proportion that the work performed bears to the total work required by this Contract, subject to Section 4.

4. TERMINATION:

A. This Contract may be terminated by either party, provided that the other party is given not less than 30 calendar days' written notice (delivered by certified mail, return receipt requested) of intent to terminate.

B. The City may temporarily suspend this Contract, at no additional cost to City, provided that the Consultant is given written notice (delivered by certified mail, return receipt requested) of temporary suspension. If City gives such notice of temporary suspension, Consultant shall immediately suspend its activities under this Contract.

C. Notwithstanding any provisions of this Contract, Consultant shall not be relieved of liability to the City for damages sustained by the City by virtue of any breach of this Contract by Consultant, and the City may withhold any payments due to Consultant until such time as the exact amount of damages, if any, due the City from Consultant is determined. Consultant shall not have liability for any delays, expenses, losses, damages or be deemed in breach for any factor outside of its reasonable control.

D. In the event of termination, the Consultant shall be compensated as provided for in this Contract, except as provided in Section 4C. Upon termination, the City shall be entitled to all work, including but not limited to, appraisals, inventories, studies, analyses, drawings and data estimates performed to that date in accordance with Section 7 hereof.

5. AMENDMENTS, CHANGES OR MODIFICATIONS:

Amendments, changes or modifications in the terms of this Contract may be made at any time by mutual written agreement between the parties hereto and shall be signed by the persons authorized to bind the parties hereto.

6. EXTENSIONS OF TIME:

Consultant may, for good cause, request extensions of time to perform the services required hereunder. Such extensions shall be authorized in advance by the City in writing and shall be incorporated in written amendments to this Contract or the attached Work Program in the manner provided in Section 5.

7. PROPERTY OF CITY:

A. It is mutually agreed that all materials prepared by the Consultant under this Contract shall become the property of the City, and the Consultant shall have no property right therein whatsoever. Immediately upon termination, the City shall be entitled to, and the Consultant shall deliver to the City, all data, drawings, specifications, reports, estimates, summaries and other such materials as may have been prepared or accumulated to date by the Consultant in performing this Contract which is not Consultant's privileged information, as defined by law, or Consultant's personnel information, along with all other property belonging exclusively to the City which is in the Consultant's possession.

B. Additionally, it is agreed that the parties intend this to be a contract for services and each considers the products and results of the services to be rendered by Consultant hereunder (the "Work") to be a work made for hire. Consultant acknowledges and agrees that the Work (and all rights therein, including, without limitation, copyright) belongs to and shall be the sole and exclusive property of the City. The reuse of any of the materials or documents described in Paragraph 7.A by the City on any other project without the written permission of the Consultant, shall be at the City's sole risk and the City agrees to defend, indemnify and hold harmless the Consultant from all claims, damages and expenses, including attorney's fees, arising out of such unauthorized reuse by the City or by others acting through the City. The Consultant is not responsible and liability is waived by the City as against the Consultant for use by the City or any other person of any data, reports, plans or drawings not signed by the Consultant.

8. COMPLIANCE WITH ALL LAWS:

A. Consultant shall comply with all applicable laws, ordinances, and codes of federal, State and local governments, and shall commit no trespass on any public or private property in performing any of the work authorized by this Contract.

B. Consultant warrants to the City that it is licensed by all applicable governmental bodies to perform this Contract and will remain so licensed throughout the progress of the Work, and that it has, and will have, throughout the progress of the Work, the necessary experience, skill and financial resources to enable it to perform this Contract.

9. WARRANTIES AND RESPONSIBILITIES - CONSULTANT:

A. Consultant agrees and represents that it is qualified to properly provide the services set forth in **Exhibit "A"** in a manner which is consistent with the generally accepted standards of Consultant's profession.

B. Consultant agrees and represents that the work performed under this Contract shall be in accordance with applicable federal, State and local law in accordance with Section 17A hereof.

C. Consultant shall designate a project manager who at all times shall represent the Consultant before the City on all matters relating to this Contract. The project manager shall continue in such capacity unless and until he or she is removed at the request of the City, is no longer employed by Consultant, or is replaced with the written approval of the City, which approval shall not be unreasonably withheld.

D. Consultant shall provide corrective services without charge to the City for services which fail to meet the above professional and legal standards and which are reported to Consultant in writing within sixty (60) days of discovery. Should Consultant fail or refuse to perform promptly its obligations, the City may render or undertake performance thereof and the Consultant shall be liable for any expenses thereby incurred**.**

10. SUBCONTRACTING:

None of the services covered by this Contract shall be subcontracted without the prior written consent of the City, which will not be unreasonably withheld. Consultant shall be as fully responsible to the City for the negligent acts and omissions of its contractors and subcontractors, and of persons either directly or indirectly employed by them, as it is for the negligent acts and omissions of persons directly employed by Consultant.

11. ASSIGNABILITY:

Consultant shall not assign or transfer any interest in this Contract whether by assignment or novation, without the prior written consent of the City which will not be unreasonably withheld. However, claims for money due or to become due Consultant from the City under this Contract may be assigned to a financial institution, or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer whether voluntary or involuntary shall be furnished promptly to the City.

12. INTEREST IN CONTRACT:

Consultant covenants that neither it, nor any of its employees, agents, contractors, subcontractors has any interest, nor shall they acquire any interest, direct or indirect, in the subject of the Contract, nor any other interest which would conflict in any manner or degree with the performance of its services hereunder. Consultant shall make all disclosures required by the City's conflict of interest code in accordance with the category designated by the City, unless the City Manager determines in writing that Consultant's duties are more limited in scope than is warranted by the category designated by the City code and that a narrower disclosure category should apply. Consultant also agrees to make disclosure in compliance with the City conflict of interest code if, at any time after the execution of this Contract, City determines and notifies

Consultant in writing that Consultant's duties under this Contract warrant greater disclosure by Consultant than was originally contemplated. Consultant shall make disclosures in the time, place and manner set forth in the conflict of interest code and as directed by the City.

13. MATERIALS CONFIDENTIAL:

All of the materials prepared or assembled by Consultant pursuant to performance of this Contract are confidential and Consultant agrees that they shall not be made available to any individual or organization without the prior written approval of the City, except by court order.

14. LIABILITY OF CONSULTANT-NEGLIGENCE:

Consultant shall be responsible for performing the work under this Contract in a manner which is consistent with the generally-accepted standards of the Consultant's profession and shall be liable for its own negligence and the negligent acts of its employees, agents, contractors and subcontractors. The City shall have no right of control over the manner in which the work is to be done but only as to its outcome, and shall not be charged with the responsibility of preventing risk to Consultant or its employees, agents, contractors or subcontractors.

15. INDEMNITY AND LITIGATION COSTS:

Consultant shall protect, hold free and harmless, defend and indemnify the City, its consultants, and each of their officers, employees and agents, from any and all liability, penalties, costs, losses, damages, expenses, causes of action, claims or judgments, including attorney's fees and expenses of litigation arising out of, pertaining to, or relating to the negligence, recklessness, or willful misconduct of the Consultant, its employees or anyone else employed by the Consultant in the performance of professional design services under this agreement, to the extent of the Consultant's proportionate percentage of fault.

To the extent permitted by Civil Code section 2782.8, for all other claims unrelated to the provision of professional design services, the Consultant shall protect, hold free and harmless, defend and indemnify the City, its consultants, and each of their officers, employees and agents, from any and all liability, penalties, costs, losses, damages, expenses, causes of action, claims or judgments, including attorney's fees and expenses of litigation, which arise out of or are in any way connected with the Consultant's, or its subcontractors' or suppliers', performance under this agreement or failure to comply with any of the obligations contained in the agreement. This indemnity shall imply no reciprocal right of the Consultant in any action on the agreement pursuant to California Civil Code section 1717 or section 1717.5. To the fullest extent legally permissible, this indemnity, defense and hold harmless agreement by the Consultant shall apply to any and all acts or omissions unrelated to the provision of professional design services, whether active or passive, on the part of the Consultant or its agents, employees, representatives, or subcontractor's agents, employees and representatives, resulting in claim or liability, irrespective of whether or not any acts or omissions of the parties to be indemnified hereunder may also have been a contributing factor to the liability, except such loss or damage which was caused by the active negligence, the sole negligence, or the willful misconduct of the City.

16. CONSULTANT TO PROVIDE INSURANCE:

A. Consultant shall not commence any work before obtaining, and shall maintain in force at all times during the duration and performance of this Contract, the policies of insurance

specified in this Section. Such insurance must have the approval of the City as to limit, form, and amount, and shall be placed with insurers with a current A.M. Best's rating of no less than A VII (an NR rating is acceptable for Worker's Compensation insurance written with the State Compensation Insurance Fund of California).

B. Prior to execution of this Contract and prior to commencement of any work, the Consultant shall furnish the City with certificates of insurance and copies of endorsements providing evidence of coverage for all policies required by the Contract. The Consultant and its contractors and subcontractors shall, at their expense, maintain in effect at all times during the performance of work under the Contract not less than the following coverage and limits of insurance, which shall be maintained with insurers and under forms of policy satisfactory to the City. The maintenance by Consultant and its contractors and subcontractors of the following coverage and limits of insurance is a material element of this Contract. The failure of Consultant or of any of its contractors or subcontractors to maintain or renew coverage or to provide evidence of renewal may be treated by the City as a material breach of this Contract. Approval of the insurance by the City shall not relieve or decrease any liability of Consultant.

1. Worker's Compensation and Employer's Liability Insurance

a. Worker's Compensation - Insurance to protect the Consultant, its contractors and subcontractors from all claims under Worker's Compensation and Employer's Liability Acts, including Longshoremen's and Harbor Worker's Act ("Acts"), if applicable. Such coverage shall be maintained, in type and amount, in strict compliance with all applicable state and Federal statutes and regulations. The Consultant shall execute a certificate in compliance with Labor Code Section 1861, on the form provided in the Contract Documents.

b. Consultant shall provide a Waiver of Subrogation endorsement in favor of the City, its officers, officials, employees, agents and volunteers for losses arising from work performed by the Consultant.

2. Commercial General Liability Insurance

a. The insurance shall be provided on form CG0001, or its equivalent, and shall include coverage for claims for bodily injury or property damage arising out of premises/operations, products/completed operations, contractual liability, and subconsultant's work and personal and advertising injury resulting from actions, failures to act, or operations of the insured, or by its employees or agents, or by anyone directly or indirectly employed by the insured. The amount of insurance coverage shall not be less than **$1,000,000** per occurrence and **$2,000,000** general and products/completed operations aggregates.

b. The commercial general liability insurance shall also include the following:

i. Endorsement equivalent to CG 2010 0714 naming the City, its officers, officials, employees, agents, and volunteers as additional insureds. The endorsement shall contain no special limitations on the

scope of protection afforded to the City, its officers, officials, employees or volunteers.

ii. Endorsement stating insurance provided to the City shall be primary as respects the City, its officers, officials, employees and any insurance or self-insurance maintained by the City, its officers, officials, employees or volunteers shall be in excess of the Consultant's insurance and shall not contribute with it, to the payment or satisfaction of any defense expenses, loss, or judgment.

iii. Provision or endorsement stating that the Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

3. Commercial Automobile Insurance

a. The insurance shall include, but shall not be limited to, coverage for claims for bodily injury or property damage for owned, non-owned, and hired automobiles resulting from actions, failures to act, or operations of the insured, or by its employees or agents, or by anyone directly or indirectly employed by the insured. The amount of insurance coverage shall not be less than **$1,000,000** per accident.

b. The commercial automobile insurance shall include the same endorsements required for the commercial general liability policy (see Section 16.B.2.b).

4. Professional Liability. The Consultant and its contractors and subcontractors shall secure and maintain in full force, during the term of this Contract and for five years thereafter, professional liability insurance policies appropriate to the respective professions and the work to be performed as specified in this Contract. The limits of such professional liability insurance coverage shall not be less than **$1,000,000** per claim.

C. In addition to any other remedy the City may have, if Consultant fails to maintain the insurance coverage as required in this Section, the City may obtain such insurance coverage as is not being maintained, in form and amount substantially the same as is required herein, and the City may deduct the cost of such insurance from any amounts due or which may become due Consultant under this Contract.

D. No policy required by this Contract shall be suspended, cancelled, terminated by either party, or reduced in coverage or in limits unless Consultant has provided thirty (30) days prior written notice by certified mail, return receipt requested, to the City.

E. Any deductibles or self-insured retentions in excess of $10,000 must be declared to, and approved by, the City.

F. The requirement as to types, limits, and the City's approval of insurance coverage

to be maintained by Consultant are not intended to, and shall not in any manner, limit or qualify the liabilities and obligations assumed by Consultant under the Contract.

17. MISCELLANEOUS PROVISIONS:

A. Consultant shall keep itself fully informed of, shall observe and comply with, and shall cause any and all persons, firms or corporations employed by it or under its control to observe and comply with, applicable federal, state, county and municipal laws, ordinances, regulations, orders and decrees which in any manner affect those engaged or employed on the work described by this Contract or the materials used or which in any way affect the conduct of the work.

B. Consultant shall not engage in unlawful employment discrimination. Such unlawful employment discrimination includes, but is not limited to, employment discrimination based upon a person's race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, gender, citizenship, or sexual orientation.

C. Consultant shall maintain and make available for inspection by the City and its auditors accurate records of all of its costs, disbursements and receipts with respect to any work under this Contract. Such inspections may be made during regular office hours at any time until six (6) months after the final payments under this Contract are made to the Consultant.

D. This Contract constitutes the entire agreement between the parties relative to the services specified herein and no modification hereof shall be effective unless and until such modification is evidenced by a writing signed by both parties to this Contract. There are no understandings, agreements, conditions, representations, warranties or promises, with respect to this Contract, except those contained in or referred to in the writing.

E. All notices that are required to be given by one party to the other under this Contract shall be in writing and shall be deemed to have been given if delivered personally or enclosed in a properly addressed envelope and deposited in a United States Post Office for delivery by registered or certified mail addressed to the parties at the following addresses:

City: City of West Sacramento
Transportation & Mobility Division
Attn: Jason McCoy/Sarah Strand
1110 W Capitol Avenue
West Sacramento, CA 95691

Consultant: Kimley-Horn and Associates, Inc.
Attn: Matthew Weir/Kari Nelson
555 Capitol Mall, Suite 300
Sacramento, CA 95814

F. This Contract shall be interpreted and governed by the laws of the State of California.

G. Any action arising out of this Contract shall be brought and maintained in Yolo County California, regardless of where else venue may lie.

H. In any action brought by either party to enforce the terms of this Contract, each party shall be bear responsibility for its attorney's fees and all costs regardless of whether one party is determined to be the prevailing party.

[Signatures on following page]

CITY OF WEST SACRAMENTO

By: _____
Aaron Laurel, City Manager

ATTEST:

By: _____
Laurie Ledesma, Sr. Deputy City Clerk

APPROVED AS TO FORM:

By: _____
Jeffrey Mitchell, City Attorney

CONSULTANT

By: _____
Title: Matthew Weir, Principal-in-Charge/
Vice President

EXHIBIT A

Consultant Proposal/Scope of Work, Schedule of Performance and Fees





STATEMENT OF QUALIFICATIONS

DESIGN OF EV CHARGING STATIONS

(Plug-In Partnership Phase 1) | 21-022 RFP



Prepared for:

CITY OF WEST SACRAMENTO

Prepared by:

Kimley»Horn

Expect More. Experience Better.





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- *Certification Regarding Debartment Form*
- *Certificate of Good Standing*
- *Insurance Checklist*
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3.2 PROPOSAL TRANSMITTAL LETTER

June 25, 2021

» **Kimley-Horn and Associates, Inc.**
Matt Weir, P.E., T.E., PTOE, RSP$_1$
555 Capitol Mall, Suite 300,
Sacramento, California 95814
916 858 5800

Sarah Strand
Senior Transportation Planner
City of West Sacramento
1110 West Capitol Avenue
West Sacramento, CA 95691

Re: Statement of Qualifications for Design of EV Charging Stations (Plug-In Partnership Phase 1)

Dear Ms. Strand and Members of the Selection Committee:

Kimley-Horn has assembled a uniquely qualified team of professionals with unmatched expertise to serve the City of West Sacramento as your partner and consultant for the Design of EV Charging Stations. We know the City expects the highest quality products and services with minimal impact on City staff time, and we continuously strive and work diligently to achieve this standard. We are excited to continue our partnership with you and enable you to achieve your program goals.

As you're reading through our Statement of Qualifications, please keep the following merits of Kimley-Horn in mind:

EV Specialists and Multidisciplinary National Team. We have worked on over 1,500 EV charging station sites nationwide, efficiently managing projects from inception through construction and commissioning. As industry leaders in the EV charging space for every major network in the United States, our team understands the implementation of locations and infrastructure related to EV charging facilities. Specifically, the Kimley-Horn team has extensive experience in evaluation locations considering a variety of factors including commuting distances, vehicle and battery types, climate, parking logistics, and layouts. Our **Project Manager Kari Nelson, P.E.** and **Quality Control/Quality Assurance Manager Bryce Christensen, P.E.** have led the development of hundreds of EV charging stations across the country and will bring vast knowledge and technical expertise.

Familiarity with the City of West Sacramento. We have been providing a wide range of engineering services for the City of West Sacramento over the last decade. Our **Principal-in-Charge Matt Weir, P.E., T.E., PTOE, RSP$_1$**, is the program manager on the City's current traffic engineering and transportation planning on-call contract and has served as the project manager for many projects administered through on-call contracts for local agencies in the Sacramento region. Matt works in our Sacramento office and will be responsive and available when needed. Additionally, civil design leads **Daniel Carley, P.E.** and **Robert Paderna, P.E., RSP$_1$** have significant experience working for the City through the Casey Street Extension and Harbor Boulevard Corridor Signal Coordination projects, to name a few.

We Are Ready to Get Started. Our team of local and national experts with a diverse and well-rounded history in EV-related public policy, incentives, public education, and charging station infrastructure. We bring professionals who are experienced and qualified to provide the City with the best-in-class guidance. Our history with a cross-section of municipalities, policymakers, and private developers working toward increased EV operations, allows us to cover all aspects of the City's EV charging stations project. Our team is well-versed with permitting, code requirements, and infrastructure in California for EV station standards, making us the best team to serve the City of West Sacramento and cover all aspects of your project.

We are available and excited to produce a quality project that exceeds your expectations. Our staff and availability ensure we will meet the City's schedule and commitments. We look forward to the opportunity to continue working with the City of West Sacramento.

This proposal will remain valid for at least 90 business days. Kimley-Horn does not intend to use any subcontractors and will provide all services in-house. To the best of our knowledge, neither the firm nor individual proposed in this SOQ has a possible conflict of interest with the City.

We acknowledge and have reviewed the City's Standard Contract and Insurance Requirements and have noted some modifications on page 19 of this SOQ.

Please contact our Project Manager, Kari Nelson, at Kari.Nelson@Kimley-Horn.com or our Principal-in-Charge, Matt Weir, at Matt.Weir@Kimley-Horn.com if you have any questions regarding the information in our SOQ or if you require any additional information.

Sincerely,

Kimley-Horn and Associates, Inc.

Matthew D. Weir, P.E., T.E, PTOE, RSP1
Principal-in-Charge / Vice President*

Kari Nelson, P.E.
Project Manager

**As a Vice President of the firm, Matt has the authority to execute the project's agreement.*






3.3 FIRM'S QUALIFICATIONS AND EXPERIENCE

B. References

Our clients know that with Kimley-Horn as their consultant, they experience better. How do we know this? They consistently tell us we deliver remarkable results and we're great people to work with—and we live for that. We are proud of our working relationships with our clients and much of our success over the last 54 years is directly related to our efforts to provide consistent, high quality, and timely services. As trusted advisors, our firm works diligently on behalf of our clients' needs. We encourage you to contact the clients below regarding our key personnel's work history and quality of service

EV Advisors
- Michael I. Krauthamer, Managing Director
- 301.404.9498
- michael@EVadvisors.com

Volta Charging
- Austin Hall, Engineering Operations Manager
- 916.220.0357
- austin.hall@voltacharging.com

Blymyer Engineers
- Stanislav Gorbis, P.E., Project Manager
- 510.747.3065
- sgorbis@blymer.com

City of West Sacramento
- Joanna Ortiz, Junior Engineer, Capital Projects and Transportation
- 916.617.4547
- joannao@cityofwestsacramento.org

Nevada DOT
- Sondra Rosenberg, PTP, Assistant Director, Planning
- 775.888.7241
- srosenberg@dot.state.nv.us

C. Previous Experience

Nevada DOT, Headquarters EV Charging Stations, Carson City, NV

Kimley-Horn was selected to design the installation and complete the permitting for two EV charging stations at the NDOT headquarters in Carson City. The project is a retrofit to existing electrical systems and parking facilities. The project services included a topographical survey and site development, electrical load capacity evaluation, and design for installation of the chargers with associated connections, while remaining in conformance with applicable codes. The Kimley-Horn team performed design of the two EV charging stations.

HSIP Cycle 9 Traffic Safety Improvements Project, West Sacramento, CA

Kimley-Horn is currently working with the City of West Sacramento on their HSIP Cycle 9 project to improve the safety at several locations throughout the City. The improvements include raised medians, pedestrian refuge areas, enhanced crossings with RRFBs, bulbouts, and ADA-compliant curb ramp upgrades. Kimley-Horn is providing environmental services, surveying and right of way services (through UNICO), final design, bidding, and construction support services.

Tesla, Inc., EV Charging Stations, Multiple Locations, US

Kimley-Horn has provided site civil engineering services for Tesla EV charging stations across multiple states. We have assisted in the design and designation of parking spaces designated for Tesla EVs, led site plan assistance for conditional use permits, provided structural investigations, designed conduit extensions to transformers, and assisted with obtaining and coordinating FAA permit submittals.






SANDAG, Regional EV Charger Management Strategy, San Diego, CA

Kimley-Horn was selected by SANDAG to develop a Regional Electric Vehicle (EV) Charger Management Strategy. This project directly supports implementation of SANDAG's 2015 Regional Transportation Plan/SCS and EIR; local Climate Action Plans, and multiple state transportation electrification and GHG reduction policies including ZEV Action Plan and 2017 RTP Guidelines. The Kimley-Horn team will provide services in accomplishing the following goals: expand EV charger infrastructure in public agency parking lots and park and rides to support reliable widespread adoption of EVs through public access to chargers; support state, local, and regional transportation emissions mandates and climate initiatives; and engage stakeholders and advocacy groups to address wide variations in agency needs across the region and enable disadvantaged communities to equitably benefit from EV infrastructure deployment. Some key features of the work will be the use of geospatial analysis allowing SANDAG and project partners to better understand where charging has been deployed and what gaps need to be filled, and the increased focus on electric grid resiliency bringing a new dimension to planning such as with on-site power generation or energy storage, especially for large consumers such as fleets. Key deliverables will include a phased regional strategy, an internal roadmap to implementation for SANDAG, an additional roadmap for external agencies to guide charger deployment, and sample technical specifications and procurement options.



EVgo Electric Charging Stations,

Multiple Locations, US

Kimley-Horn has designed more than 60 EVgo stations in California, District of Columbia, Florida, Illinois, Maryland, Massachusetts, New Jersey, New York, Northern Virginia, Pennsylvania, and Texas. We identified where, how many, and what type of stations should be installed at each site and provided due diligence/site selection, electrical and structural engineering, remote monitoring, environmental permitting support, site civil, utility coordination, county coordination, lighting requirements, signage, construction management, and LEED coordination.



Confidential EV Client, Charging Stations, Multiple Locations, USA

Kimley-Horn has partnered with this confidential client on more than 100 different electric vehicle charging station sites across the country, including multiple in California. We have also worked on projects in Arizona, Connecticut, Florida, Georgia, Illinois, Maryland, Massachusetts, Michigan, New York, Texas, Virginia, and Washington. Our services included due diligence/site selection, electrical engineering, structural engineering, site civil engineering, utility coordination, zoning/planning, signage, electrical and building permitting support, and construction phase services. We also serve as a nationwide program manager for our confidential client's electric vehicle charging station expansion.



NRG Energy, EVgo Charging Stations,

Multiple Locations, USA

Kimley-Horn has partnered with EVgo to design electric vehicle charging stations for more than 50 stations in New Jersey, Northern Virginia, and Maryland. We evaluate each site to identify where, how many, and what type of stations should be installed. Our services have included due diligence/site selection, electrical engineering, remote monitoring, environmental permitting support, site civil, utility coordination, county coordination, lighting requirements, signage, structural engineering, construction management, and LEED coordination.





Blymyer Engineers, Tesla EV Charging Stations, *Kettleman City, Soledad, and Bell, CA*

Kimley-Horn partnered with Blymyer Engineers to install over 70 Tesla Charging Stations across multiple locations in California. We have assisted in the design and implementation of parking spaces designated for Tesla EVs, led site plan assistance for accessibility, provided site-specific stormwater retention facilities, and assisted with obtaining and coordinating permit submittals. Our services have included site civil engineering, accessibility design, stormwater management, utility coordination, signage, permitting support, and construction-phase services.

Blymyer Engineers, EVgo EV Charging Stations,

Sacramento, Tustin, and Santa Ana, CA

Kimley-Horn was selected by Blymyer Engineers to install EVgo Charging Stations across multiple locations in California. Our services have included structural engineering, site civil engineering, accessibility design, utility coordination, signage, permitting support, and construction-phase services. As part of this partnership, Kimley-Horn assisted in coordination for curbside installations in the City of Sacramento public right-of-way.



Finalized Report

In the interest of submitting a concise and relevant SOQ, while being mindful of the 25-page limit, we are providing a sample of a finalized report in a separate document.

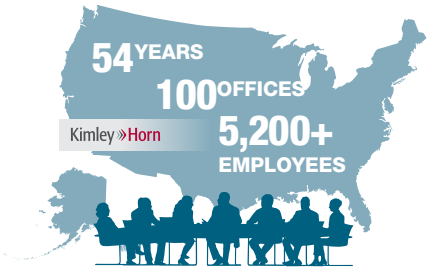


D. Information About Kimley-Horn

Sections E-H below provide information and evidence of our firm's experience in delivering services by those required by this RFP.

E. Firm's Background and Organizational Structure

Kimley-Horn is a full-service engineering, planning, and environmental consulting firm providing services to both public and private clients nationwide. **Founded in 1967, Kimley-Horn has grown from a small group of traffic engineers and transportation planners to a firm of more than 5,200 employees in 100+ offices nationwide, including 11 in California.** We are recognized as one of the nation's premier planning and design consultants, as evidenced by our years on *Engineer-News Record's* (ENR) Top Lists, including the Top 500 Design Firms list. Currently, we are ranked 15th. Kimley-Horn's continued growth and stability over the past 54 years is the direct result of our commitment to integrity and dedication to providing quality services to clients nationwide. Clients of Kimley-Horn benefit from the local knowledge and responsiveness of a small firm backed by the resources only a national firm can provide.

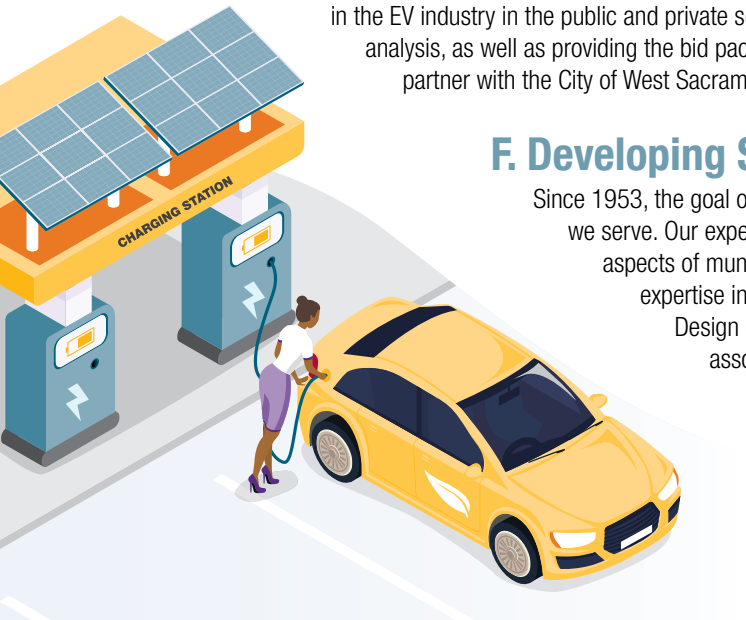


Kimley-Horn is a privately held corporation, fully owned by individuals who are current employees of the firm. Our firm is divided into seven geographic regions. Each region is managed by a team of representatives from production, marketing, administration, and practice building. Setting overall direction and policy is the firmwide management committee—also composed of representatives from production, marketing, administration, and practice building—which assists the regional teams, as needed. The primary responsibility of the regional teams is to support our project managers, who are responsible for every facet of a project from beginning to end.

Leading the Charge in Electric Vehicle Charging Stations

Kimley-Horn is actively partnering with innovators in the electric power, transportation industries, and public agencies to create opportunities through strategic relationships and creative solutions in the EV market. We lead the pack in incorporating EV charging stations into new, redeveloped, and historic locations—efficiently managing hundreds of sites from inception through facility dedication. **Because Kimley-Horn is currently partnering or leading several national EV programs, we thoroughly understand the high-stakes deadlines that often come with EV rollouts and infrastructure.**

We have a dedicated team of in-house EV infrastructure planning and design professionals with over 10 years of experience in the EV industry in the public and private sectors. Our team will use their experience for your site feasibility and cost analysis, as well as providing the bid package for the design of the City's Design of EV Charging Stations. We will partner with the City of West Sacramento to help you achieve the best results and attain your desired outcome.



Kimley-Horn leads the charge through every stage of your EV Charging Station's project life cycle.

F. Developing Strategic Plans for Public Sector

Since 1953, the goal of the Kimley-Horn team is to respond to the unique needs of each community we serve. Our experience with similar projects demonstrates our capability to merge the myriad aspects of municipal services seamlessly to achieve the community's goals. Our firm's expertise in providing a broad range of services will ensure that your vision for the Design of EV Charging Stations is successfully implemented and that the challenges associated with each of the identified tasks are solved creatively and effectively.

Developing a strategic plan for public sector clients is essential to delivering successful projects completed on schedule and within budget. The basic approach to any program begins with an effective program manager who understands the program requirements and is committed to developing a team that provides the right staff for the right job and maximizes the expertise and experience of each professional. The Kimley-Horn team offers a team of expert engineering and EV professionals with a wealth of experience along with a thorough understanding of how municipalities operate.




G. Office Locations

Our Sacramento office will serve as the primary office from which the contract will be managed and where most of the key personnel assigned to this contract are located. Support for this contract will be provided by staff from our office in Pleasanton and Aspen, Colorado. Specific office addresses are as follows:

- 555 Capitol Mall, Suite 300, Sacramento, CA 95814
- 4637 Chabot Drive, Suite 300, Pleasanton, CA 94588
- 16 Kearns Road, Suite 301 C/D, Snowmass Village, CO 81615

H. Firm Description

NUMBER OF EMPLOYEES: 5,174

LONGEVITY: Founded in 1967

CLIENT BASE: Our client breakdown is as follows:

- *Local government: 33.7%*
- *State and federal: 11.8%*
- *Local private: 22.8%*
- *National private: 31.7%*

I. Mergers, Acquisitions, or Sales

Kimley-Horn has not been part of any mergers, acquisitions, or sales within the last three years.

J. Pending Litigation Statement

Kimley-Horn and its subsidiaries have provided services in all fifty states and numerous countries. Because of the many and varied projects we have completed, we are subject to various legal proceedings from time to time and in the ordinary course of business. It is not practical to provide a complete list as part of this proposal. None of the pending matters, if decided against Kimley-Horn, would have a material impact on our financial statements or impair in any way our ability to serve our clients. Generally, these matters are covered by insurance, and we consider them to be without merit. If you would like to discuss our legal matters in more detail, please contact Kimley-Horn's General Counsel, Richard Cook, at 919.677.2058.

Legal proceedings in California in the last five (5) years are as follows:

29Twenty Maintenance Association v. Van Daele Development, et al; Los Angeles County, Superior Court of the State of California; Case No 19STCV13496; filed 2019; alleged economic loss; settled; closed 2020

Farhad Abad, for Mahin Ashki-Abad; Keemia Abad; and Arianna Abad v. US Foods, et.al; Alameda Co Superior Court; Case RG17856272; filed 2017; traffic accident, wrongful death claim; settled; closed 2019.

Air Wing, LLC v. One Piper Ranch, LLC v. Cross-Complainants: San Diego County Superior Court; Case No. 37-2014-00009315; filed 2016; alleged economic loss; Kimley-Horn dismissed; closed 2017.

Rickey Fraley, Eileen Fraley v Live Nation Worldwide, Inc., et al: San Bernardino County Superior Court; Case No. CIVDS 1707090; filed 2017; wrongful death claim; Kimley-Horn dismissed; closed 2017.

Nancy Graham v. City of Santa Cruz, et al: Santa Cruz County Superior Court; Case No. 16CV02729; filed 2017; bicycle accident, personal injuries; settled; closed 2018.

Davis S. Lindley, individually and successor to David W. Lindley, Maureen K. Sennhauser, individually and successor to David W. Lindley and Estate of David W. Lindley v City of Los Angeles, et al: Los Angeles Co Superior Court, Central Dist; Case No BC576886; filed 2015; wrongful death claim; settled; closed 2016.

Brenda Sherriffs v. Kimley-Horn and Associates, Inc., et al: Santa Cruz County Superior Court; Case No. 16CV00335; filed 2016; bicycle accident, personal injuries; settled; closed 2019.

K. Bankruptcy Statement

Kimley-Horn has not filed for any bankruptcy or insolvency proceeding.

L. Current Contractual Relationships with the City and within the last 5 years

- West Gateway Traffic Study (2021)
- HSIP Traffic Safety 2020 (2020)
- HSIP Signal Improvements (2020)
- Harbor Boulevard Retiming (2019)
- West Sacramento Housing NEPA VMT Calculations (2018)
- West Sacramento Riverpark Review (2018)
- West Sacramento Traffic Counts (2017)
- Casey Street Extension Phase 1 and 2 (2016-2017)
- West Sacramento On-Call Traffic and Transportation Engineering (2016)

M. Types and Names of Local Government Agencies Worked with in the Past

Kimley-Horn opened its first office in California in 1988. Since then, we have served over 230 public entities including cities, counties, airports, transit agencies, planning organizations, councils of government, and other public clients throughout the state. Our work has encompassed a full range of civil engineering services on a wide variety of projects, from conceptual planning to design and implementation.

In the interest of submitting a concise and relevant SOQ, a brief sample of clients served around the area is listed below. A complete list of our clients is available upon request.

- City of West Sacramento
- City of Sacramento
- City of Roseville
- City of Rancho Cordova
- City of Folsom
- City of Elk Grove
- City of Davis
- City of Citrus Heights
- City of Rocklin
- Sacramento County
- El Dorado County
- Capital SouthEast Connector JPA

N. List of References

A list of references that can attest to the quality and effectiveness of the past projects of similar scope can be found in Section B or Page 4 of this document.

O. Project Matrix

The project experience matrix below summarizes our broad range of experience, work performed, and key personnel and the extent of their involvement in the projects listed in pages 4-6.

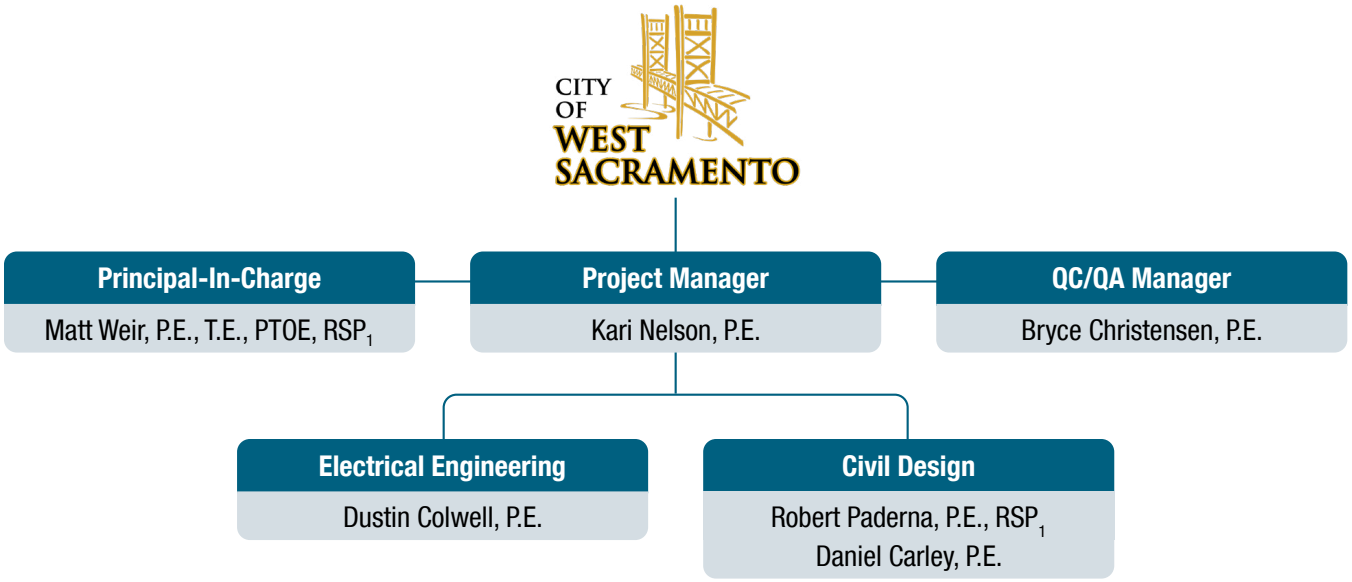
PROJECT	SCOPE OF WORK	PROJECT TEAM AND ROLE
Nevada DOT Headquarters EV Charging Stations	Installation and complete the permitting for two EV charging stations at the NDOT headquarters.	Kari Nelson – *Regional Manager* Dustin Colwell – *Electrical Engineer*
HSIP Cycle 9 Traffic Safety Improvement Project	Kimley-Horn is currently working with the City of West Sacramento on their HSIP Cycle 9 project to improve the safety at several locations throughout the City. We are providing environmental services, surveying and right of way services (through UNICO), final design, bidding, and construction support services.	Daniel Carley – *Project Manager* Matt Weir – *Principal-In-Charge* Robert Paderna – *Senior Engineer*
Tesla Inc., EV Charging Stations	Kimley-Horn has provided site civil engineering services for Tesla EV charging stations across multiple states. We have assisted in the design and designation of parking spaces designated for Tesla EVs, led site plan assistance for conditional use permits, provided structural investigations, designed conduit extensions to transformers, and assisted with obtaining and coordinating FAA permit submittals.	Kari Nelson – *Project Manager* Bryce Christensen – *QC/QA Manager*




PROJECT	SCOPE OF WORK	PROJECT TEAM AND ROLE
EVgo Electric Charging Stations,	Kimley-Horn has designed more than 60 EVgo stations in California and 11 other states. Our services included due diligence/site selection, electrical engineering, structural engineering, site civil engineering, utility coordination, zoning/planning, signage, electrical and building permitting support, and construction phase services.	▸ Kari Nelson – *Project Manager* ▸ Bryce Christensen – *QC/QA Manager*
Confidential EV Client, Charging Stations	Kimley-Horn has designed more than 100 EV charging station sites for this national confidential client. Services included due diligence/ site selection, electrical engineering, structural engineering, site civil engineering, utility coordination, zoning/planning, signage, electrical and building permitting support, and construction phase services.	▸ Bryce Christensen – *Project Manager*
NRG Energy, EVgo Charging Stations	Installed 50 stations across three states. Services included ue diligence/ site selection, electrical engineering, remote monitoring, environmental permitting support, site civil, utility coordination, county coordination, lighting requirements, signage, structural engineering, construction management, and LEED coordination.	▸ Bryce Christensen – *Project Manager*
Blymyer Engineers, EVgo EV Charging Stations	Installing EVgo charging stations across California. Services included site civil engineering, accessibility design, utility coordination, signage, permitting support and construction phase services.	▸ Kari Nelson – *Project Manager*
Blymyer Engineers, Tesla EV Charging Stations	Install over 70 Tesla charging stations in California; assisted in design and implementation of parking spaces and provided site-specific stormwater retention facilities.	▸ Kari Nelson – *Project Manager*
SANDAG, Regional EV Charger Management Study	The Kimley-Horn team will provide services in accomplishing the following goals: expand EV charger infrastructure in public agency parking lots and park and rides to support reliable widespread adoption of EVs through public access to chargers; support state, local, and regional transportation emissions mandates and climate initiatives.	▸ Bryce Christensen – *QC/QA Manager*



P. Organizational Chart



Q. Narrative Description of the Proposed Project Team

Our team of professionals and their specific roles for the project are outlined in the organizational chart above. Resumes for all key Kimley-Horn team members are provided in the following pages. We have organized a core team of practiced professionals to provide a high level of responsiveness to the City, both in terms of exceptional local interaction and support, and extensive technical experience in the disciplines you require for the Design of EV Charging Stations. Our local engineering staff in Sacramento is backed by more than 500 employees in offices throughout California and more than 5,200 employees in 100+ offices nationwide.

Project Manager, **Kari Nelson, P.E.**, will be readily available to meet with you for project reviews, lead the day-to-day work efforts, and will provide effective coordination of the project throughout its duration. She brings focused experience in the EV charging industry and understands what is needed to successfully complete his project. Kari will work with **Matt Weir, P.E., T.E., PTOE, RSP$_1$** during each major phase of the project and he will be your main point of contact during the project. **Bryce Christensen, P.E.** will oversee all Quality Control/ Quality Assurance (QC/QA) efforts. He will make sure all QC/QA and design standards are and practices have been applied to the project.

Dustin Colwell, P.E. will offer support of power distribution, lighting, communications, and security infrastructure. He is thoroughly experienced in all the electrical engineering considerations that may be needed for this project. **Daniel Carley, P.E.** and **Robert Paderna, P.E., RSP$_1$** will bring their traffic and planning expertise.

R. Personnel Roster and Resumes of Key People

- Kari Nelson, P.E. – Project Manager
- Matt Weir, P.E., T.E., PTOE, RSP$_1$ – Principal-In-Charge
- Bryce Christensen, P.E. – QC/QA
- Robert Paderna, P.E., RSP$_1$ – Civil Design
- Dustil Colwell, P.E. – Electrical Engineer

Resumes for key personnel start on the following page.







Kari Nelson, P.E.

Project Manager

Kari is a civil engineer with more than six years of experience in both municipal projects and private development. Kari has extensive experience working with programmatic EV charging station clients to meet local and state-wide requirements. She has led the development of more than 100 EV charging stations throughout California and the Pacific Northwest. In addition to her EV expertise, she specializes in data center design and security and serves as the design lead on all data center projects located in California. Kari brings technical expertise to the team, including preliminary and final site design, due diligence studies, drainage reports and other technical reports, and construction documents.

Professional Credentials

- Bachelor of Science, Civil Engineering, University of Arizona, Tucson
- Professional Engineer in California (#90839)

Number of Years with the Firm

- 6

Current Position with the Firm

- Civil Engineer

Relevant Experience

- **Confidential EV Client, Electric Vehicle Charging Station Program, Nationwide** – **Western Regional Program Lead.** Kimley-Horn has partnered with this confidential client on more than 1,200 projects for EV charging across the county. We have assisted on various scopes of work in Arizona, California, Colorado, Connecticut, Delaware, the District of Columbia, Florida, Georgia, Hawaii, Illinois, Massachusetts, Maryland, Michigan, Nevada, New Hampshire, New Jersey, New York, Oregon, Pennsylvania, Rhode Island, Texas, Virginia, Washington, and West Virginia. Our services have included due diligence/site selection, electrical engineering, structural engineering, site civil engineering, utility coordination, zoning/planning, signage, electrical and building permitting support, and construction-phase services. We also serve as a nationwide program manager for this confidential EV client's EV charging station expansion. As the Western Regional Program Lead, Kari leads all EV charging station installation projects for Washington, Oregon, California, and Arizona. Kari manages all phases of design, permitting, and construction-phase services for hundreds of installations in the Western Region. Additionally, Kari facilitates all necessary utility coordination directly and indirectly with utility companies serving specific sites.
- **Blymyer Engineers, EVgo EV Charging Stations, Sacramento, Tustin, and Santa Ana, CA** – **Project Manager.** Kimley-Horn has partnered with Blymyer Engineers to install EVgo Charging Stations across multiple locations in California. Our services have included structural engineering, site civil engineering, accessibility design, utility coordination, signage, permitting support, and construction-phase services. As a project manager, Kari manages all phases of design, permitting, and construction-phase services for several EVgo EV charging station installation sites in California, including several curbside installations in the public right-of-way for the City of Sacramento.
- **Blymyer Engineers, Tesla EV Charging Stations, Kettleman City, Soledad, and Bell, CA** – **Project Manager.** Kimley-Horn has partnered with Blymyer Engineers to install over 70 Tesla Charging Stations across multiple locations in California. We have assisted in the design and implementation of parking spaces designated for Tesla EVs, led site plan assistance for accessibility, provided site-specific stormwater retention facilities, and assisted with obtaining and coordinating permit submittals. Our services have included site civil engineering, accessibility design, stormwater management, utility coordination, signage, permitting support, and construction-phase services. As a project manager, Kari managed all phases of design, permitting, and construction-phase services for several Tesla EV charging station installation sites in California. Her engineering expertise included grading and drainage design, utility design, stormwater management, signage and striping, and horizontal control. Additionally, she facilitated permitting coordination with the Jurisdiction.

Additional Experience

- **EdgeCore, Santa Clara Data Center, Santa Clara, CA**
- **Coresite, SV9 Data Center, Santa Clara, CA**
- **Coresite, SV8 Data Center, Santa Clara, CA**
- **Digital Realty, Data Center, Santa Clara, CA**







Matt Weir, P.E., T.E., PTOE, RSP1

Principal-In-Charge

Matt is a civil and traffic engineer with more than 22 years of focused traffic engineering experience in traffic signal design, signal timing development and implementation, traffic impact studies, safety studies, parking and access studies, and ITS planning and design. He has a deep resume of traffic and ITS experience throughout the Sacramento Region and Northern California and is currently serving as the overall program manager for not only the City of West Sacramento's current traffic engineering and transportation planning on-call, but also for several other similar on-call contracts in the Sacramento Region. Matt is a forward-thinking engineer with deep roots in the industry.

Professional Credentials

- Master of Science, Civil Engineering, Georgia Institute of Technology
- Bachelor of Science, Civil Engineering, Clemson University
- Professional Engineer in California (Civil #C70216 and Traffic (#TR2424)
- Professional Traffic Operations Engineer (#2827)
- Road Safety Professional (#571)

Number of Years with the Firm

- 16

Current Position with the Firm

- Vice President, Project Manager

Relevant Experience

- **On-Call Traffic Engineering and Transportation Planning and On-Call Civil Engineering, West Sacramento, CA** – **Program Manager and Principal-in-Charge.** Kimley-Horn is currently serving the City of West Sacramento as an on-call consultant for both traffic engineering/ transportation planning services, as well as professional engineering services. These contracts include a wide variety of services including traffic/civil engineering, transportation planning and travel demand modeling, and traffic operations and safety.
- **SACOG Smart Region Sacramento: ITS Architecture and Future Technology Master and Implementation Plan** – **Project Manager.** Kimley-Horn was selected by the Sacramento Area Council of Governments (SACOG) to develop a Regional Technology and Mobility Master Plan and individual agency Technology Implementation Plans. The Smart Region Sacramento project is intended to bring the region together to fulfill the vision of a cohesive strategy that strengthens the core infrastructure and positions the region for enhancing mobility. As part of this project, Kimley-Horn will: Develop a new Regional Architecture to describe the technologies and how the various Intelligent Transportation Systems (ITS) in the region coordinate with each other; Plan and prioritize ITS projects to improve transportation system performance; recommend ITS strategies; develop a plan for the region to improve ITS coordination in case of emergencies or natural disasters.
- **City of Sacramento, On-Call Traffic Impact Studies, Sacramento, CA** – **Program/Project Manager.** Kimley-Horn is currently providing on-call traffic engineering services to the City of Sacramento for development related projects. The development projects for which these traffic impact studies have been performed have ranged in size and complexity.

Additional Experience

- **West Sacramento, Casey Street Extension Phase 1, West Sacramento, CA**
- **West Sacramento Citywide Traffic Data Collection, West Sacramento, CA**
- **Sacramento Smart Mobility (Transportation Technology Strategy), Sacramento, CA**
- **Technical Design Services for ITS Infrastructure Improvements, Rancho Cordova, CA**







Bryce Christensen, P.E.

Quality Control/Quality Assurance Manager

With 15 years of experience, Bryce is a senior partner and leader on multiple nationwide programs including national electric vehicle (EV) programs. He has worked on hundreds of EV charging station sites across the county—including parts of one of the first coast-to-coast EV charging routes. Bryce has a true passion for EV and a strong desire to see sensible infrastructure development and public education in this space. Bryce's expertise includes EV charging station design, site planning and layout, grading and drainage design, erosion control, stormwater management system design, utility design, utility coordination, permitting, construction observation, pavement assessment and rehabilitation, parking assessments and planning, and site/stormwater inspections. Additionally, his project portfolio includes bus transit facilities, single and multifamily residential, retail, healthcare, office, municipal roadway, and mixed-use commercial developments. Bryce takes great pride in serving his clients and partners to help ensure the success of each project he works on.

Professional Credentials

- Bachelor of Science, Civil Engineering, University of Utah
- Professional Engineer in Colorado (#47935)
- International Council of Shopping Centers

Number of Years with the Firm

- 15

Current Position with the Firm

- Civil Engineer, Associate

Relevant Experience

- **Confidential EV Client, Electric Vehicle Charging Stations (Over 240 Projects), Nationwide, USA** – **Project Engineer/Manager.** Bryce has successfully worked with a confidential client through their procurement process to become their sole consultant helping them work to implement at least 225 new DC fast electric vehicle charging stations (EVCSs) around the country through the next 18 months. Efforts include site layout design, accessibility design, permitting/entitlements, coordination with utilities, and working with municipalities to amend development code, as needed, to allow EVCSs.
- **Tesla, Multiple Locations, CA** – **Quality Control/Task Manager.** Our team is assisting Tesla with the necessary permitting efforts for various projects in California.
- **LA Fitness Electric Vehicle Charging Stations, Multiple Locations, CA** – **Project Engineer/Manager.** As the lead site civil design consultant for LA Fitness, Bryce helped implement EVCSs on numerous LA Fitness sites in Southern California, including in Van Nuys and Pasadena. Efforts included site layout design, accessibility design, permitting/ entitlement, coordination with utilities, and coordination with the equipment vendor and contractors.

Additional Experience

- **Confidential Client, EV Charging Stations, Project Engineer/QC Manager, Multiple Locations, CO**
- **Target, EV Charging Station Project and Entitlements, Edgewater, CO**
- **Target, Drive Up Program, Nationwide, USA**
- **Target, Remodel Program, Nationwide, USA**
- **CIS Solar Project Centennial, CO**
- **Summit County Transit Center HQ and EV Fleet Conversion, Summit County, CO**
- **Mercedes-Benz of Westminster, Westminster, CO**
- **City and County of Denver, Prospect Park Parking Study, Denver, CO**
- **Town of Castle Rock, Downtown Mobility Study, Castle Rock, CO**
- **City of Longmont, Downtown Transportation and Parking and Access Study, Longmont, CO**






Robert Paderna, P.E.

Civil Design

Robert has over 15 years of experience in transportation and traffic engineering. His experience includes safety studies, roadway safety signing audits, traffic control, engineering and traffic surveys, signal warrant analysis, pedestrian/bicycle facilities planning and design, signing and striping, traffic impact studies, signal timing, traffic signal design, street lighting, and ITS design. He is skilled in the application of CA MUTCD guidelines, ADA guidelines, Caltrans' HDM and Standard Plans, and industry best practices included in NACTO publications. Robert has managed various types of projects for both public and private sector clients throughout Northern California, including with the City of West Sacramento.

Professional Credentials

- Bachelor of Science, Civil Engineering, San Jose State University
- Professional Engineer in California (#73262)
- Road Safety Professional (#553)

Number of Years with the Firm

- 10

Current Position with the Firm

- Civil Engineer, Associate

Relevant Experience

- **Harbor Boulevard Corridor Signal Coordination Project, West Sacramento, CA** – **Project Manager.** Kimley-Horn worked with the City of West Sacramento to develop and implement new weekday time-of-day coordination plans for three traffic signals along Harbor Boulevard. This corridor is a heavily used arterial providing a primary connection to the Southport area via Industrial Boulevard. This corridor experiences high traffic volumes including a significant proportion of truck traffic. These near-term improvements will aid in improving access and circulation between US-50 and the Southport area. This effort follows the familiar task pattern in which three weekday timing plans are developed and implemented, and a final "after" study is completed to document the benefits of the retiming.
- **Sacramento, ARCO Freeport Boulevard and Blair Avenue Intersection Improvements** – **Project Manager.** Kimley-Horn prepared plans, specifications, and estimate (PS&E) for a modified traffic signal at the intersection of Freeport Boulevard and Blair Avenue in Sacramento. The intersection was modified to accommodate a new right-turn lane and intersection and median access improvements associated with Arco Gas Station redevelopment in the northwest corner. Kimley-Horn led the design of the traffic signals and street lighting.

Additional Experience

- **Harbour Boulevard Corridor Signal Coordination Project, West Sacramento, CA**
- **City of West Sacramento, HSIP Cycle 9 Traffic Safety Improvements Project, West Sacramento, CA**
- **Speed Surveys, Lincoln, CA**
- **Greenback Lane Signal Retiming, Citrus, CA**
- **Junction Boulevard at Vallejo Avenue Intersection Improvements, Roseville, CA**
- **Pedestrian Enhancements, Hercules, CA**
- **Traffic On-Call, San Rafael, CA**






Daniel Carley, P.E.

Civil Design

Daniel is a professional engineer with more than 16 years of experience improving roadways and transportation infrastructure throughout Northern California. From designing roadway modifications to transit centers to corridor studies, Daniel has amassed a wealth of knowledge applicable to the development of preliminary and final PS&E, design alternatives, construction plans and design support during construction. He has coordinated with various utility companies on numerous design projects to resolve conflicts and accommodate future infrastructure expansion.

Professional Credentials

- Bachelor of Science, Civil Engineering, California Polytechnic State University, San Luis Obispo
- Professional Engineer in California (#76304)

Number of Years with the Firm

- 16

Current Position with the Firm

- Civil Engineer, Associate

Relevant Experience

- **City of West Sacramento, HSIP Cycle 9 Traffic Safety Improvements Project, West Sacramento, CA** – **Project Manager.** Kimley-Horn is currently working with the City of West Sacramento on their HSIP Cycle 9 project to improve the safety at several locations throughout the City. The improvements include raised medians, pedestrian refuge areas, enhanced crossings with RRFBs, bulbouts, and ADA-compliant curb ramp upgrades. Kimley-Horn is providing environmental services, surveying and right of way services (through UNICO), final design, bidding, and construction support services.
- **City of Sunnyvale, Maude Avenue Bikeways and Streetscapes Project, Sunnyvale, CA** – **Project Manager.** Kimley-Horn completed a traffic and engineering study for the City of Sunnyvale on Maude Avenue, a heavily utilized bike corridor in the heart of Sunnyvale. The existing corridor experiences heavy bicycle traffic but does not have striped bike lanes. The study evaluated the feasibility of replacing either on-street parking or a two-way left-turn lane with bike lanes. The project also included development of design concepts for the implementation of the bike lane in either scenario. Kimley-Horn then took the selected alternative and developed final design plans, specifications, and estimate (PS&E). The PS&E project includes pavement rehabilitation, ADA-compliant curb ramps at several intersections, reconfiguration of the Maude Ave/Sunnyvale Ave intersection, signal modification, and new buffered bike lanes and enhanced bike lane striping throughout the corridor.

Additional Experience

- **Junction Boulevard at Vallejo Avenue Intersection Improvements, Roseville, CA**
- **City of Citrus Heights, Greenback Lane Complete Streets Project, Citrus Heights, CA**
- **Washington Boulevard at All America City Boulevard Roundabout Project, Roseville, CA**
- **East Commerce Way Off-Site Roadway Improvements, Sacramento, CA**
- **Joiner Parkway Widening Improvements, Lincoln, CA**
- **NVTA, Vine Transit Express Bus Corridor Study, Napa, CA**
- **Fresno Area Express (FAX), Fresno Bus Rapid Transit (BRT) Design, Fresno, CA**
- **AC Transit, Line 51 Corridor Delay Reduction and Sustainability Project, Alameda/Berkeley/Oakland, CA**
- **Washington Downtown Corridor Transit and Accessibility Project, Sonora, CA**
- **BAIFA, Regional Express Lane Network Phase 1- I-880/I-680/SR 84/SR 92 On-Call PS&E Design Services, San Francisco County, CA**
- **Page Mill/I-280 Multimodal Operations Study, Los Altos Hills, CA**






Dustin Colwell, P.E.

Electrical Engineer

Dustin has 12 years of electrical engineering experience in planning, design, analysis and construction administration. His technical experience includes design and analysis of EV charging stations; low- and medium-voltage power distribution systems; building modifications; voltage drop and short circuit calculations for power distribution.

Professional Credentials

- Bachelor of Science, Civil Engineering, Virginia Polytechnic Institute and State University
- Professional Engineer in California (#125914), Nevada, Texas, Arizona, Washington, California, Florida, Colorado, Oklahoma, and Ohio

Number of Years with the Firm

- 12

Current Position with the Firm

- Electrical Engineer

Relevant Experience

- **Mile-High Greyhound Park, Track F Parking Garage and EV Charging Stations, Commerce City, CO** – **Electrical Engineer.** Kimley-Horn is designing a large development called Mile High Greyhound Tract F which includes 120 residential units and a standalone parking structure. The parking structure is three levels and features 260 parking spaces. We are providing wayfinding, MEP and fire protection, and structural design to support this development. The parking structure is being designed to support future canopy solar and includes 20 EV chargers. The structure is also designed to include wiring that can support up to 130 parking stalls to have EV charging stations. As an electrical engineer, Dustin is developing the power distribution equipment including new utility service, main switchgear, and EV subpanels for future expansion.
- **Confidential EV Client, Electric Vehicle Charging Station Program, Nationwide** – **Electrical Engineer.** Kimley-Horn has partnered with this confidential client on more than 1,200 projects for EV charging across the county. We have assisted on various scopes of work in Arizona, California, Colorado, Connecticut, Delaware, the District of Columbia, Florida, Georgia, Hawaii, Illinois, Massachusetts, Maryland, Michigan, Nevada, New Hampshire, New Jersey, New York, Oregon, Pennsylvania, Rhode Island, Texas, Virginia, Washington, and West Virginia. Our services have included due diligence/site selection, electrical engineering, structural engineering, site civil engineering, utility coordination, zoning/planning, signage, electrical and building permitting support, and construction-phase services. We also serve as a nationwide program manager for this confidential EV client's EV charging station expansion. As an electrical engineer, Dustin reviewed records drawings, load studies, and site photos to provided recommendations for connecting to existing electrical gear at the proposed sites. Once the power location was coordinated with the client and civil engineering team, Dustin provided the electrical engineering to implement the recommendations which includes voltage drop calculations, cable sizing and panel information to meet AHJ requirements. He also helped coordinate with the client to develop electrical standards and design criteria for the evolving product line up the client implemented.

Additional Experience

- **Sacramento County Airport Consulting Engineering Services, Sacramento, CA**
- **Southwest Florida International Airport New Airfield Lighting Vault, Fort Myers, FL**
- **Confidential Client, EV Readiness for Wagon Wheel Program, Nationwide**
- **Confidential EV Client, Cycle 2 EV Charging Station Rollout, Nationwide**
- **Ector County Utility District (ECUD) Water System Pump Station, Odessa, TX**

S. Registration with the Secretary of State

Secretary of State
Certificate of Status

I, SHIRLEY N. WEBER, Ph.D., Secretary of State of the State of California, hereby certify:

Entity Name:	KIMLEY-HORN AND ASSOCIATES, INC.
File Number:	C1616788
Registration Date:	06/09/1988
Entity Type:	FOREIGN STOCK CORPORATION
Jurisdiction:	NORTH CAROLINA
Status:	ACTIVE (GOOD STANDING)

As of April 21, 2021 (Certification Date), the entity is qualified to transact intrastate business in California.

This certificate relates to the status of the entity on the Secretary of State's records as of the Certification Date and does not reflect documents that are pending review or other events that may affect status.

No information is available from this office regarding the financial condition, status of licenses, if any, business activities or practices of the entity.

IN WITNESS WHEREOF, I execute this certificate and affix the Great Seal of the State of California this day of April 22, 2021.

SHIRLEY N. WEBER, Ph.D.
Secretary of State

Certificate Verification Number: YKQ434Y

To verify the issuance of this Certificate, use the Certificate Verification Number above with the Secretary of State Certification Verification Search available at *bebizfile.sos.ca.gov/certification/index*.

Exceptions to Contract

We at Kimley-Horn are excited about the opportunity to serve the City of West Sacramento again and to continue our history of successful partnering. We have reviewed the sample Contract for Professional Services and requests the following modifications:

1. CONSULTANT agrees to the fullest extent permitted by law, to indemnify, protect, defend, and hold harmless the CITY, its officers, officials, agents, employees and volunteers from and against any and all claims, damages, demands, liability, costs, losses and expenses, ~~including without limitation~~, court costs and reasonable attorneys' and expert witness fees, arising out of any failure to comply with applicable law, any injury to or death of any person(s), damage to property, loss of use of property, ~~economic loss~~ or otherwise arising out of the performance of the work described herein, to the extent caused by a negligent act or negligent failure to act, errors, omissions, recklessness or willful misconduct incident to the performance of this CONTRACT on the part of CONSULTANT, except such loss or damage which was caused by the sole or active negligence, or willful misconduct of the CITY, as determined by a Court. The City shall have no right of control over the manner in which the work is to be done but only as to its outcome, and shall not be charged with the responsibility of preventing risk to Consultant or its employees, agents, contractors or subcontractors.

ARTICLE III PERFORMANCE PERIOD

Please add the following new language:

This Agreement is made in anticipation of conditions permitting continuous and orderly progress through completion of services. Times for performance shall be extended as necessary for delays or suspensions due to circumstances that the consultant does not control. Consultant shall not have liability for any delays, expenses, losses, damages or be deemed in breach which are caused by any factor outside of its reasonable control, including but not limited to natural disasters, epidemics, adverse weather, or acts of the Client, third parties, or governmental agencies.

Due to the everchanging circumstances surrounding the COVID-19 Virus, situations may arise during the performance of this Agreement that affect availability of resources and staff of Consultant, the City, other consultants, and public agencies. There could be changes in anticipated delivery times, jurisdictional approvals, and project costs. Consultant will exercise reasonable efforts to overcome the challenges presented by current circumstances, but Consultant will not be liable to City for any delays, expenses, losses, or damages of any kind arising out of the impact of the COVID-19 Virus.

4. TERMINATION:

C. Notwithstanding any provisions of this Contract, Consultant shall not be relieved of liability to the City for damages sustained by the City by virtue of any breach of this Contract by Consultant, and the City may withhold any payments due to Consultant until such time as the exact amount of damages, if any, due to the City from Consultant is determined. Consultant shall not have liability for any delays, expenses, losses, damages or be deemed in breach for any factor outside of its reasonable control.

3.4 TECHNICAL PROJECT APPROACH

Our approach for this project has been broken down into three (3) main tasks for the most systematic and thorough delivery. The team understands that the City has identified eight (8) priority locations to be considered for EV design and installation. The below tasks will be completed for each of the eight (8) site locations.

Task 1: Preliminary Design Stage

Task 1 has been broken down into three (3) sub-tasks for the most systematic and thorough delivery of the project.

1.1 Project Kickoff

To set this project up for success, a kickoff meeting with the City will help determine specifics on what individual site goals are for each location. Such items as existing infrastructure, desired amount of charging stations, locations of charging stations on site, and other variables will be discussed. The results from this meeting will steer the site assessments, infrastructure impacts, and costs that will affect the design. Additionally, the team will review documents provided by the City necessary to define major design elements and site constraints to inform site feasibility and cost analysis, and subsequent design stages.

1.2 Site Evaluation and Feasibility Analysis

A site evaluation will be conducted for all municipal buildings listed in Section 1.1 of the Request for Proposal (RFP.) The eight (8) site assessments will take place over the course of 1-2 days to maintain maximum efficiency when evaluating civil & electrical needs at each location. This site assessments are anticipated to supplement any available as-built documentation that may be available through the city. The locations for equipment placement and bollard placement (as needed), conduit runs, parking restriping, curb cuts, and other site related items will be evaluated. This portion of the assessment is anticipated to supplement any available survey or civil record-drawings available through the City. This information will be utilized to identify potential infrastructure conflicts and to identify the most cost-effective installation options. Civil site placement factors such as accessibility, existing utilities, easements, equipment spacing, and protection of proposed equipment will also be assessed at these site evaluations.

Additionally, we will visually/photographically record existing electrical equipment. It is not anticipated that equipment will need to be deenergized or opened as part of this assessment. Kimley-Horn will assess the electrical infrastructure available to support proposed EV charging installations, to include the condition and capacity (physically and electrically) of all electrical distribution panels at all municipal building locations to service the desired amount of charging stations. The team will thoroughly document and track the assessment of the electrical infrastructure that is currently installed for use in preliminary and final design. Kimley-Horn's assessment will determine and summarize two key design constraints:

1. Which existing electrical distribution panels at the municipal buildings currently have the capacity to add a specific amount of EV chargers.
2. What electrical infrastructure would be required to upgrade municipal building electrical panels to support the installation of desired amount of EV chargers.

For electrical panels that cannot support the installation of EV chargers. Kimley-Horn will document the electrical distribution system upstream of all municipal electrical panels to determine the most cost-efficient approach to bring additional electrical capacity to these panels. Additional electrical capacity will include the assessment of all electrical distribution equipment up to the utility point of connection.

If required, Kimley-Horn will correspond with the local utility company to determine if utility-owned infrastructure can support additional electrical capacity to selected panels. We will work with the utility company to request plans for existing improvements as well as estimates and schedules from the utility for any relocations.

1.3 Preliminary Construction Plans

Kimley-Horn will utilize information gathered from the site assessment and existing as-built documentation provided by the City to prepare construction document plans. Kimley-Horn will prepare a site improvement plan showing the existing site with the proposed charging stations locations, as well as conceptual electrical service route for connection. General notes will be included based on local jurisdiction requirements and site-specific details if necessary. This design will be based on aerial imagery, with the aid of as-built documentation including property boundaries, easements and verification of existing above ground or underground infrastructure. The construction document plan set will include (where necessary):

- Title sheet
- Site improvement plan(s)
- Electrical plans and details
- Construction details
- Signing and striping plan(s)

Additionally, preliminary cost estimates will be prepared to include the potential costs of construction for each site. Construction documents, preliminary cost estimates, and preliminary specifications will be prepared at a 65% level and will be submitted to the City for initial comment. Kimley-Horn will incorporate comments made at the 65% level to prepare 90% level design plans, estimates, and specifications.

Additional consideration has been taken into account on a site-by-site basis to evaluate the effort of civil & electrical improvements at each municipal location. Below are the factors considered when determining fees for each construction plan set:

West Sacramento City Hall

We understand the City intends to install (3) Level 2 chargers at this location. We understand that the City Hall has recently installed solar panels at the parking locations, and that electrical infrastructure was installed that may be available for use by new L2 chargers. The site evaluation will determine if existing electrical infrastructure is sufficient.

West Sacramento Police Station

We understand the City intends to install (1) Level 2 charger at this location. We understand that an existing Level 2 charger existed at this site previously, and we are to replace with a new Level 2 charger at the same location. The site evaluation will determine if the existing electrical infrastructure can remain, or if it will need to be upgraded. We understand that this station location may be required to be upgraded to an accessible stall. The City has made mention of existing CAD files at this location which will help in design preparation overall for this site. The construction plan set may be reduced to only a title block & site improvement plan if existing infrastructure is sufficient. Full scope of design sheets will be determined after the site evaluation.

Heritage Oaks Park

We understand the City intends to install (1) Level 2 charger at this location. We understand that this location should be "make-ready" and the City has provided approved permit documentation showing location & electrical feasibility of installation at this site. The City has made mention of existing CAD files at this location which will help in design preparation overall for this site. The site evaluation will determine if existing signing, striping, accessibility & electrical infrastructure is sufficient. The construction plan set may be reduced to only a title block & site improvement plan if existing infrastructure is sufficient. Full scope of design sheets will be determined after the site evaluation.

West Sacramento New Corporation Yard

We understand the City intends to install (5) Level 2 chargers and (2) DCFC (fast) chargers at this location. We understand that this location should be "make-ready" and the City has provided approved permit documentation showing location & electrical feasibility of installation at this site. Additional consideration for DCFC (fast) chargers has been included. The DCFC may require additional electrical capacity which could trigger additional coordination with the electric utility. Per discussions with the City, utility coordination at this site should be minimal. The construction plan set may be reduced to only a title block & site improvement plan if existing infrastructure is sufficient. Full scope of design sheets will be determined after the site evaluation.

Joey Lopes Park

We understand the City intends to install (5) Level 2 chargers at this location. We understand that there is little existing information at this location, so the site evaluation will be imperative to understanding feasibility. This location will take maximum effort to evaluate and determine civil & electrical feasibility and design.

West Sacramento Community Center

We understand the City intends to install (5) Level 2 chargers at this location. We understand that there are no existing as-builts at this location, so the site evaluation will be imperative to understanding feasibility. We understand that no specific locations for chargers have been determined for this location. This location will take maximum effort to evaluate and determine civil and electrical design feasibility.

West Sacramento Recreation Center

We understand the City intends to install (3) Level 2 chargers at this location. We understand that there are no existing as-builts at this location, so the site evaluation will be imperative to understanding feasibility. This location will take maximum effort to evaluate and determine civil and electrical design feasibility.

Bridge Street Parking Lot

We understand the City intends to install (2) DCFC (fast) chargers at this location. This location will take maximum effort to evaluate and determine civil and electrical design feasibility. Additional consideration for DCFC (fast) chargers has been included. The DCFC may require additional electrical capacity which could trigger additional coordination with the electric utility.

☑ Task 2: Permitting and Final Construction Drawings

Kimley-Horn will work with the City to obtain required Building, Electrical or other Permit approvals for each of the site locations. Kimley-Horn will incorporate comments from the City, affected agencies, and utility companies to prepare final construction plans, specifications and cost estimates. We will work with local agencies to ensure plans meet local and federal codes. A final cost estimate will be prepared to include the potential costs of construction for each site. Upon City approval of plans, Kimley-Horn will provide final constructions drawings, sealed and signed by a supervising California Professional Engineer.

☑ Task 3: Bid Stage Services

Kimley-Horn will attend one pre-bid conference per Site with the City and any prospective bidders. Kimley-Horn will be available to respond in writing to written requests for clarifications from prospective bidders during the bid period.

Sample Schedule

Kimley-Horn will provide our services as expeditiously as practicable with the goal of meeting a mutually agreed upon schedule. Below is a sample schedule of a typical workflow for (1) site location. The additional (7) locations will be completed and submitted to the City for review on a rolling basis thereon. Note that these are estimates and will be adjusted after the initial site evaluations and as the project progresses. All days are represented as standard business days.

Overall Workflow

Notice to Proceed	1 day
On-Site evaluation(s)	2 days
Post-site walk evaluations for civil and electrical feasibility	3 days
Prepare preliminary construction plans	10 days
Await City comment	10 days*
Incorporate City comments; finalize plans; finalize cost estimate	5 days
Submit final documents to City	1 day
Total time to complete 1 site	**32 days***

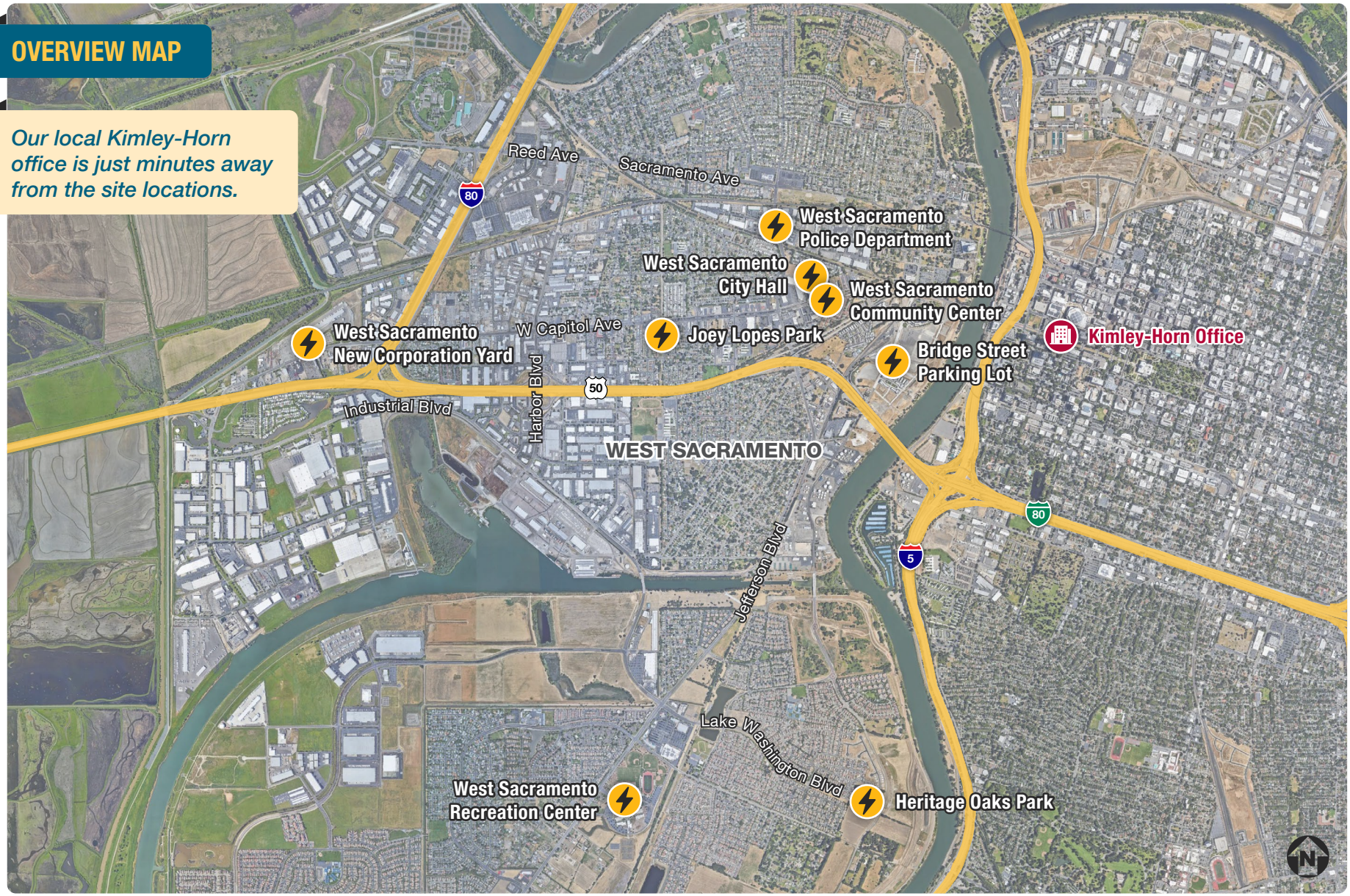
*Subsequent sites will be started during City comment period and be on a 1 to 2 week delay thereon





OVERVIEW MAP

Our local Kimley-Horn office is just minutes away from the site locations.



3.5 COST PROPOSAL

Kimley-Horn has prepared below a cost proposal for the installation of EV chargers at eight (8) priority sites within the City of West Sacramento. Consideration has been given to sites that will require more utility coordination based on existing conditions. Sites that were determined to require additional utility coordination included sites where no EV infrastructure is currently in place, or where DCFC chargers are proposed. DCFCs will experience an increased load on an existing electrical system and a more-than-likely need for a new utility service through the Utility provider, which will require additional design and coordination. An hourly labor rate schedule is provided below.

Hourly Labor Rate Schedule

CLASSIFICATION	RATE
Analyst I	$145.00
Analyst II	$175.00
Professional I	$215.00
Professional II	$245.00
Sr. Professional I	$285.00
Sr. Professional II	$310.00
Sr. Technical Support	$165.00
Technical Support	$115.00
Support Staff	$125.00

- Effective through June 30, 2022
- Subject to annual adjustment thereafter

OVERALL PROJECT KICKOFF		
Task #	**Task Name**	**Fee**
Task 1	**Preliminary Design Stage**	
Task 1.1	*Project Kickoff*	*$1,000*
Task 1.2	*Site Evaluation and Feasibility Analysis*	*$8,400*
		$9,400

WEST SACRAMENTO (WS) CITY HALL		
Task #	**Task Name**	**Fee**
Task 1	**Preliminary Design Stage**	
Task 1.3	*Preliminary Construction Plans*	*$9,500*
Task 2	**Permitting and Final Construction Drawings**	**$2,000**
Task 3	**Bid Stage Services**	**$1,500**
		$13,000

HERITAGE OAKS PARK		
Task #	**Task Name**	**Fee**
Task 1	**Preliminary Design Stage**	
Task 1.3	*Preliminary Construction Plans*	*$6,000*
Task 2	**Permitting and Final Construction Drawings**	**$1,500**
Task 3	**Bid Stage Services**	**$500**
		$8,000

WS POLICE STATION		
Task #	**Task Name**	**Fee**
Task 1	**Preliminary Design Stage**	
Task 1.3	*Preliminary Construction Plans*	*$6,500*
Task 2	**Permitting and Final Construction Drawings**	**$2,000**
Task 3	**Bid Stage Services**	**$1,000**
		$9,500

WS RECREATION CENTER		
Task #	**Task Name**	**Fee**
Task 1	**Preliminary Design Stage**	
Task 1.3	*Preliminary Construction Plans*	*$12,000*
Task 2	**Permitting and Final Construction Drawings**	**$2,000**
Task 3	**Bid Stage Services**	**$2,000**
		$16,000

WS NEW CORPORATION YARD		
Task #	**Task Name**	**Fee**
Task 1	**Preliminary Design Stage**	
Task 1.3	*Preliminary Construction Plans*	*$6,500*
Task 2	**Permitting and Final Construction Drawings**	**$2,000**
Task 3	**Bid Stage Services**	**$1,000**
		$9,500

WS COMMUNITY CENTER		
Task #	**Task Name**	**Fee**
Task 1	**Preliminary Design Stage**	
Task 1.3	*Preliminary Construction Plans*	*$12,000*
Task 2	**Permitting and Final Construction Drawings**	**$2,000**
Task 3	**Bid Stage Services**	**$2,000**
		$16,000

JOEY LOPES PARK		
Task #	**Task Name**	**Fee**
Task 1	**Preliminary Design Stage**	
Task 1.3	*Preliminary Construction Plans*	*$12,000*
Task 2	**Permitting and Final Construction Drawings**	**$2,000**
Task 3	**Bid Stage Services**	**$2,000**
		$16,000

BRIDGE STREET PARKING LOT		
Task #	**Task Name**	**Fee**
Task 1	**Preliminary Design Stage**	
Task 1.3	*Preliminary Construction Plans*	*$12,000*
Task 2	**Permitting and Final Construction Drawings**	**$2,000**
Task 3	**Bid Stage Services**	**$2,000**
		$16,000

Total:	**$113,400**

APPENDIX:

- W-9
- Workers Comp Waiver
- Certification Regarding Debartment Form
- Certificate of Good Standing
- Insurance Checklist
- Certificate of Liability Insurance

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ **Go to *www.irs.gov/FormW9* for instructions and the latest information.**

Give Form to the requester. Do not send to the IRS.

Print or type. See **Specific Instructions** on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

Kimley-Horn and Associates, Inc.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☑ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) 5

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

421 Fayetteville Street, Suite 600

Requester's name and address (optional)

6 City, state, and ZIP code

Raleigh, NC 27601

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN,* later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			–		–				

or

Employer identification number

5	6	–	0	8	8	5	6	1	5

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here **Signature of U.S. person ▶** Tammy Fg **Date ▶** 06/01/2021

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9.*

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*

Worker's Compensation Insurance Waiver

The undersigned certifies that he/she is aware of the provisions of the Section 3700 et seq. of the Labor Code which require every employer to be insured against liability for worker's compensation claims or to take self-insurance in accordance with the provisions of the Labor Code. The undersigned certifies that he/she is self-employed without any employees and as such does not need to comply with the Code. The undersigned agrees that if he/she employs any person and thereby becomes subject to such laws, he/she shall immediately comply with the provisions of Section 3700 et seq. of the Labor Code.

CONSULTANT

Name: _____ **Date:** September 1, 2021

Matthew Weir, Vice President

City reserves the right to delay or withhold any payments to Contractor in the event of unexcused delays in performance or noncompliance with insurance requirements.

CITY OF WEST SACRAMENTO

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION

This certification is required by the regulations implementing Executive Order 12549 and Code of Federal Regulation 2CFR 200.213, Debarment and Suspension. Copies of the regulations are available from the City's Department of Finance and Technology.

The prospective primary participant certifies to the best of its knowledge and belief that it and its principals:

a) Are not presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal Department or Agency;
b) Have not within a three (3) year period preceding this application been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph b) of this certification; and
d) Have not within a three (3) year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default.

Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective primary participant shall attach an explanation to this proposal.

Name of Company:	Kimley-Horn and Associates, Inc.
Name of Authorized Representative:	Matthew D. Weir, P.E.
Signature:	
Title of Authorized Representative:	Vice President
Company Tax ID:	56-0885615
Date Signed:	September 1, 2021

Clear Form

1110 West Capitol Avenue
West Sacramento, CA 95691
(916) 617-4500
www.cityofwestsacramento.org

Secretary of State
Certificate of Status

I, SHIRLEY N. WEBER, Ph.D., Secretary of State of the State of California, hereby certify:

Entity Name:	KIMLEY-HORN AND ASSOCIATES, INC.
File Number:	C1616788
Registration Date:	06/09/1988
Entity Type:	FOREIGN STOCK CORPORATION
Jurisdiction:	NORTH CAROLINA
Status:	ACTIVE (GOOD STANDING)

As of April 21, 2021 (Certification Date), the entity is qualified to transact intrastate business in California.

This certificate relates to the status of the entity on the Secretary of State's records as of the Certification Date and does not reflect documents that are pending review or other events that may affect status.

No information is available from this office regarding the financial condition, status of licenses, if any, business activities or practices of the entity.

IN WITNESS WHEREOF, I execute this certificate and affix the Great Seal of the State of California this day of April 22, 2021.

SHIRLEY N. WEBER, Ph.D.
Secretary of State

Certificate Verification Number: YKQ434Y

To verify the issuance of this Certificate, use the Certificate Verification Number above with the Secretary of State Certification Verification Search available at *bebizfile.sos.ca.gov/certification/index*.

Approved:

Clear Form

Vendor Name: Kimley-Horn and Associates, Inc.
Date of Internal Review: 9/1/2021

CITY OF WEST SACRAMENTO

CERTIFICATE OF INSURANCE REQUIREMENTS FOR STANDARD CITY CONTRACTS

REQUIRED INSURANCE: Below are the insurance requirements on all Standard City Contracts.
CONTRACTORS/VENDORS: Please forward this list to your insurance agent/broker.

- All policies except Workers' Compensation shall name the City as an additional insured.
- A copy of the Additional Insured Endorsement must be attached to the Certificate verifying that the Insured's policy(s) has been endorsed as required or certificate will be considered incomplete.
- All certificates shall provide for thirty (30) days' written notice to Certificate Holder prior to cancellation or material change of any insurance referred to in the certificate.

Certificate of Liability Insurance (COI)		
☐	**Certificate Holder:** City of West Sacramento officers, officials, employees, agents, and volunteers (Please do not list any specific departments or individuals) **City Address unless otherwise stated:** 1110 West Capitol Avenue, West Sacramento, CA 95691	
Required Insurance Coverage **City Contract Minimum**		
☐	**Commercial General Liability**	*$1,000,000 Per Occurrence / $2,000,000 Aggregate**
☐	**Commercial Automobile Liability**	*$1,000,000 Per Accident**
☐	**Workers' Compensation and Employers' Liability**	*Per statutory requirements*
☐	**Professional Liability (Errors & Omissions) if applicable**	*$1,000,000 Per Claim**
General Liability – Additional Insured Endorsements		
☐	**Additional Insured Endorsement** equivalent to CG 2010 0714 naming the City, its officers, officials, employees, agents, and volunteers as additional insureds	
☐	**Primary and Non-Contributory Endorsement** stating insurance is primary and non-contributory	
☐	**Separation of Insureds** stating that the insurance shall apply separately to each insured	
Automobile Liability – Additional Insured Endorsements		
☐	**Additional Insured Endorsement** equivalent to CG 2010 0714 naming the City, its officers, officials, employees, agents, and volunteers as additional insureds	
☐	**Primary and Non-Contributory Endorsement** stating insurance is primary and non-contributory	
☐	**Separation of Insureds** stating that the insurance shall apply separately to each insured	
Workers Compensation Endorsements		
☐ ☐	**Waiver of Subrogation Endorsement** (Waiver of Transfer of Rights of Recovery) on Worker's Compensation policy in favor of the City, its officers, agents, and employees or **Workers Comp Waiver** if self-employed with no employees	
Internal Notes: Kimley-Horn meets all requirements		




Client#: 25320 KIMLHORN

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 9/01/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Greyling Ins. Brokerage/EPIC 3780 Mansell Road, Suite 370 Alpharetta, GA 30022	CONTACT NAME: Jerry Noyola PHONE (A/C, No, Ext): 770-220-7699 FAX (A/C, No): E-MAIL ADDRESS: jerry.noyola@greyling.com
INSURED Kimley-Horn and Associates, Inc. 421 Fayetteville Street, Suite 600 Raleigh, NC 27601	INSURER A : National Union Fire Ins. Co. — 19445 INSURER B : Allied World Assurance Company (U.S.) — 19489 INSURER C : New Hampshire Ins. Co. — 23841 INSURER D : Lloyds of London — 085202 INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER: 21-22** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE / X OCCUR X Contractual Liab GEN'L AGGREGATE LIMIT APPLIES PER: POLICY / X PRO-JECT / X LOC OTHER:			GL5268169	04/01/2021	04/01/2022	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$1,000,000 $500,000 $25,000 $1,000,000 $2,000,000 $2,000,000
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY / SCHEDULED AUTOS X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY			CA4489663	04/01/2021	04/01/2022	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$2,000,000 $ $ $
B	X UMBRELLA LIAB / X OCCUR X EXCESS LIAB / CLAIMS-MADE DED / X RETENTION $10,000			03127930	04/01/2021	04/01/2022	EACH OCCURRENCE AGGREGATE	$5,000,000 $5,000,000
C A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N: N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		WC015893685 (AOS) WC015893686 (CA)	04/01/2021 04/01/2021	04/01/2022 04/01/2022	X PER STATUTE / OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $1,000,000 $1,000,000 $1,000,000
D	Professional Liab			B0146LDUSA2104949	04/01/2021	04/01/2022	Per Claim $2,000,000 Aggregate $2,000,000	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The City, its officers, officials, employees, agents & volunteers are named as Additional Insureds with respects to General & Automobile Liability where required by written contract. The above referenced liability policies with the exception of workers compensation & professional liability are primary & non-contributory where required by written contract. Waiver of Subrogation in favor of Additional Insured(s) where required by written contract & allowed by law. Separation of Insureds applies to the General

(See Attached Descriptions)

CERTIFICATE HOLDER

City of West Sacramento
officers, officials, employees
agents and volunteers
1110 West Capitol Avenue
West Sacramento, CA 95691

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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CONTACT

MATT WEIR, P.E., T.E., PTOE, RSP[1]

matt.weir@kimley-horn.com *916.859.3617*

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Kimley»Horn

Expect More. Experience Better.

555 Capitol Mall, Suite 300
Sacramento, CA 95814

www.kimley-horn.com

EXHIBIT B

CERTIFICATE OF COMPLIANCE WITH LABOR CODE § 3700
[Labor Code § 1861]

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

CONSULTANTS

By: _____
Matthew Wier, Principal-in-Charge/ Vice President