
ATTACHMENT E – FEE PROPOSAL SHEET(S)

Project No. RLD, RLF, & RLG (D20010, F01343, N10010 et al)

On-Call Services for Regulatory Assistance and Related Services to the San Bernardino County NPDES Stormwater Program

Proposer shall provide Labor and Expense Rates to be used to perform the as-needed Scope of Work items contained in Section V – Scope of Work for Fiscal Years 2024-2025, 2025-2026, 2026-2027, 2027-2028, and 2028-2029. Proposer may provide rates for each individual Fiscal Year if that is their preference. Please note that only those costs directly incurred in the preparation and delivery of a work product will be reimbursable under any agreements with a Consultant.

- a. At a minimum the Time and Materials portion of the FEE PROPOSAL **must** include:
 - i. Schedule of ALL hourly rates for ALL disciplines and employees that will be working on this Contract;
 - ii. Any and all anticipated direct charge rates such as: Mileage (at current IRS or governmental rate), Reproductions, Travel, etc. (Per County assignment);
 - iii. Listing of anticipated reimbursable expenses (if any);
 - iv. Specific costs for specific services (i.e. Program Manager Cost per hour);
 - v. Flat fees (if any);
 - vi. Mark-up percentage on any out-sourced, subcontracted, or other services (capped at 10%)
- b. Please note that only mileage that occurred while traveling within San Bernardino County limits will be reimbursed. Mileage will be reimbursed using the distance from the District's office (825 E. Third Street, San Bernardino, CA 92415) as the starting point, or the point where personnel cross the County line when traveling from the selected Proposer's closest office (whichever starting point is closer).
- c. Please note that the District will *not* reimburse the selected Proposer separately for indirect project costs. This includes overhead, general and administrative costs (including, but not limited to, invoicing, contract/project review, task order preparation, etc.).
- d. Please note that the District will *not* reimburse the selected Proposer for use of "tools of the trade". "Tools of the trade" shall include: computer equipment, vehicle usage (mileage is the only compensation allowed), camera, sample collection equipment, and other tools necessary for getting to a site and performing requisite activities.
- e. Instrumentation will be compensated on a rental cost only basis. District will *not* reimburse the selected Proposer for shipping or delivery costs related to rented equipment.

Submit Attachment E, labeled "Fee Proposal Sheet" as a separate pdf file through ePro or in a separate sealed envelope in person with the RFP Number and Title and the name of the Proposer clearly marked on the outside, to the address stated in Section 1, Paragraph B.

COSTS

RATE SCHEDULE

Casc proposes to complete the project on a time and material basis utilizing the following rate schedule for the 3-year contract duration. If contract are extended beyond year 3, a 3% escalation shall be added to all rates shown in the rate schedule below.

2024 CASC ENGINEERING AND CONSULTING RATE SCHEDULE

<u>Civil Engineering</u>		<u>Planning and Environmental Resources</u>	
President/Principal Engineer	\$285	Planning Director	\$235
Sr. Director	\$230	Senior Project Manager	\$195
Director	\$235	GIS Manager	\$190
Senior Project Manager	\$205	Biologist	\$190
Senior Engineer	\$195	Project Manager	\$185
Project Manager	\$185	Senior Biologist	\$175
Assistant Project Manager	\$170	Senior Planner	\$150
Project Engineer	\$165	Associate Planner II	\$135
Senior Designer	\$160	Associate Planner I	\$130
Design Engineer II	\$155	Assistant Planner	\$115
Design Engineer I	\$145	GIS Specialist	\$120
Designer	\$135	Biologist/Construction Monitor	\$115
Project Administrator/Analyst	\$130		
CADD Drafter	\$125		
<u>Environmental Engineering</u>		<u>Surveying and Mapping</u>	
Director	\$235	Licensed Surveyor/ Director	\$235
Program Manager	\$230	Senior Survey Project Manager	\$185
Sr. Project Manager	\$195	Senior Survey Analyst	\$160
Project Manager	\$185	Calculator	\$150
Scientist	\$165	Survey Analyst	\$120
Senior Environmental Analyst	\$170		
Environmental Analyst II	\$175	<u>Field Survey Crews</u>	
Environmental Analyst I	\$160	Three Person Survey/GPS Crew	\$285
Staff Analyst II	\$135	Two Person Survey/GPS Crew	\$255
Staff Analyst I	\$125	One Person Survey/GPS Crew	\$240
		Three Person Prevailing Wage Crew	\$385
		Two Person Prevailing Wage Crew	\$285
<u>Landscape Architecture</u>		<u>Unmanned Aerial Services</u>	
Licensed Landscape Architect	\$180	Director	\$245
Senior Landscape Designer	\$155	Licensed UAS Pilot	\$210
Associate Landscape Designer	\$130	Project Manager	\$175
		Video Editor	\$165
		Visual Observer/Flight Coordinator	\$125
<u>Construction Management</u>		<u>Clerical</u>	
Resident Engineer	\$235	Administrative/Accounting Support	\$105
Field Inspector	\$150		

REIMBURSABLE EXPENSES:

The following expenses will be billed at cost plus 15% unless otherwise noted:

Outside Services: Includes fees paid to sub-consultants, consultants, analytical laboratories, and other providers of services required for execution of the project.

Permits, Applications, and Fees: Includes fees for Notices of Intent (NOI), Notices of Termination (NOT), application fees, submittal fees, permit fees, and other fees required as part of the project and not paid directly by Client.

Reproduction Services: Includes blueprinting, copying, printing, and plotting. In-house plots will be billed at \$6.00 per sheet for each client set and for a final in-house review set. B&W / Color copies: \$0.08 / \$0.90 for 8.5 X 11 and \$0.20 / \$1.20 for 11 X 17.

Rental Fees: Includes rental fees paid by the firm, including required vehicles, equipment, and tools required to complete the work.

Commercial Delivery Services: Including Express Mail, Federal Express, UPS and independent courier services.

In-House Pick-Up and Delivery Services: When provided by the firm, these services will be billed at \$50.00 per hour plus current IRS mileage reimbursement rates per mile round trip, with no additional markup.

Travel Expenses: Includes travel expenses incidental to performance of the work, including airfare, parking, tolls, taxi, lodging, etc. Vehicle mileage will be billed at a rate of current IRS mileage reimbursement rate per mile with no additional markup. Travel time for professional and administrative staff will be billed per the hourly fee rate schedule with no additional markup and survey crews will be billed at \$60 per hour, per 2-man crew.

Per Diem: Per diem for meals for overnight stays will be billed at Caltrans current state rates.

NOTES:

Prevailing Wage: Projects and/or portions thereof designated by Client to be subject to Prevailing Wage shall be billed at the Prevailing Wage rate, plus a multiplier of approximately 3.4 for overhead and profit. The Prevailing Wage rate shall be based upon the Wage Rate Determination issued by California's Director of Industrial Relations for the locality and employee classification at the time the work is performed. Please contact CASC for specific project prevailing wage rates.

Waiver of Subrogation: When a Waiver of Subrogation for Workman's Compensation Insurance is required by the Client, the Client will be required to pay the additional insurance premium. The approximate amount for the waiver is \$250 per year.

Litigation Support and Expert Witness shall be at 2.0 times the above noted hourly rates.

Annual Increase in rate: CASC will increase their rates annually, usually at the beginning of a calendar year. A new fee rate schedule will be provided.