



**ROBERT GRAY & ASSOCIATES**  
**UTILITY DESIGN CONSULTANTS & ENGINEERS**  
**STREETLIGHT DESIGN**

EXHIBIT A

July 8, 2010

City of Albany  
Public Works  
548 Cleveland Ave  
Albany, CA 94710

Re: City of Albany: Buchanan St, Marin Ave, Undergrounding District

We are pleased to offer our proposal for the street light design and utility composite (PG&E., AT&T & C.A.T.V.) design and related consulting services for your project.

**Project Description:**

- Rule 20 undergrounding from Cleveland Avenue to Masonic Avenue
- Public Street Lighting
- Add Alternate: Pathway Lighting along Park frontage

Robert Gray & Associates includes the following services in this proposal:

**Scope of Work:**

- Twenty (20) hours budgeted for design team meetings.
- Expedite and coordinate project design with utility companies.
- Perform field analysis and review.
- Conduct utility engineering meetings.
- Complete composite construction drawings.
- Perform value engineering.
- Prepare Form "B" as required by utility companies.
- Prepare bid package and technical specifications. RGA to provide unit price bid form, job instructions\*. RGA will provide bid review.
- Schedule and attend pre-construction meeting and job start up.
- Prepare engineered street lighting design and bid package. Six (6) hours allocated for photometric studies.

\* City to provide standard "Boiler plate".

**Client will provide the following:**

- Grading and improvement plans, to be in AutoCad format.
- Conditions of approval, affecting our work.
- Landscape architectural plans.

City of Albany  
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**Qualifications:**

- Project shall be designed in one phase.
- Permits, right-of-ways/easements by others.
- If project is sold, RGA invoice will be paid to date.
- Blue printing, duplication and couriers are a reimbursable expense @ cost plus 15%.

**Insurance:**

RGA maintains a four million dollar general liability policy and a two million dollar errors and omission policy.

**TERMS:**

Robert Gray & Associates work will be invoiced on a monthly percentage basis.

**NET 29 DAYS FROM DATE OF INVOICE.**

**YOU MAY TAKE A 2% DISCOUNT IF PAYMENT IS RECEIVED BY RGA WITHIN 15 DAYS FROM DATE OF INVOICE.**

**RGA will cease work on any project whose accounts payable is Past Due.**

We thank you for the opportunity to submit our proposal for City of Albany: Buchanan St, Marin Ave, Undergrounding District. If this proposal is acceptable, please sign and return one copy. This quotation is valid for acceptance within 30 days.

Sincerely,



Robert L Gray

rlg/nb

Accepted By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

P. O. #: \_\_\_\_\_

**Please note: Our billings are done around the 26<sup>th</sup> of each month.**

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	Principal	Project Manager/ Engineer	AutoCAD	Clerical
<b>PRELIMINARY DESIGN</b>				
<b>Utility Undergrounding</b>				
Field Review and Analysis			16	
Preliminary Coordination with Utilities			8	
Develop Preliminary Layout			6	12
<b>Street Lighting</b>				
Establish Design Criteria	4		4	
Photometric Studies			6	
Develop Preliminary Layout of Electroliers			3	3
Prepare Preliminary Plans (35%) and Submit				6
Prepare Preliminary cost Estimate	2		2	
<b>FINAL DESIGN</b>				
<b>Utility/Lighting Plans</b>				
Respond to all 35% Review Comments (In Writing)			4	
Final Coordination with Utilities			7	
Prepare Details, Plans, Specs and Estimate (65%) and Submit			7	20
Respond to all 65% Review Comments (In Writing)			4	
Prepare Details, Plans, Specs and Estimate (95%) and Submit			10	40
Respond to all 95% Review Comments (In Writing)			4	
Finalize Plans, Specs and Estimate and Submit	6		8	20
67 Service Conversions			40	100
<b>MEETING ATTENDANCE</b>				
Attend Pre-Design Conference			4	
Attend Project Team Meetings (4)			16	
Conduct Utility Coordination Meetings w/PG&E (4)			16	
Conduct Utility Coordination Meetings w/AT&T (2)			8	
Conduct Utility Coordination Meetings w/Comcast (1)			4	
<b>SERVICES DURING BID PHASE</b>				
Assistance during bid phase (e.g. bid analysis, evaluation of alternates, etc)	6		6	
				2

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SERVICES DURING CONSTRUCTION PHASE	Principal	Project Manager/Engineer	AutoCAD	Clerical
Attend Pre-Construction Conference	3	3		
Review Submittals	2	2		
Design Extra Work (as necessary)		6	6	1
Provide Clarifications		4		2
Conduct Job Site Inspections (as necessary)		8		
<b>TOTALS</b>	<b>27</b>	<b>206</b>	<b>207</b>	<b>14</b>

PROJECT ESTIMATE:	
Reimbursables	\$400.00
Mylar Plans	\$200.00
Principal	27 hrs @ \$125.00 p/h \$3,375.00
Project Manager/Engineer	206 hrs @ \$120.00 p/h \$24,720.00
AutoCAD	207 hrs @ \$100.00 p/h \$20,700.00
Administration	14 hrs @ \$ 45.00 p/h \$630.00
<b>TOTAL ESTIMATE</b>	<b>\$50,025.00</b>

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**ADD ALTERNATE: PATHWAY LIGHTING**

	Principal	Project Manager/Engineer	AutoCAD	Clerical
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**PATHWAY LIGHTING**

Establish Criteria		4			
Photometric Studies			2		
Preliminary Layout, Estimate			4	4	1
Final Design, Specification		2	4	6	1
<b>TOTALS</b>		<b>6</b>	<b>10</b>	<b>10</b>	<b>2</b>

**ADD ALTERNATE ESTIMATE:**

Principal	6 hrs @ \$125.00 p/h	\$750.00
Project Manager/Engineer	10 hrs @ \$120.00 p/h	\$1,200.00
AutoCAD	10 hrs @ \$100.00 p/h	\$1,000.00
Administration	2 hrs @ \$45.00 p/h	\$90.00
<b>ADD ALTERNATE TOTAL ESTIMATE</b>		<b>\$3,040.00</b>