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### **ATTACHMENT A • SCOPE OF SERVICES**

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# **ARTICLE AI • INTRODUCTION**

### **DESCRIPTION**

Services provided under this contract will be performed on an on-call basis to the COUNTY for work assignments located throughout the COUNTY. CONSULTANT will provide technical, administrative, managerial and other types of services in support of COUNTY operations.

#### **B. LOCATION**

On-call Assignments may be located anywhere within the jurisdictional boundaries of the County of Riverside as outlined in the map shown below.

### Map of the County of Riverside



#### C. COORDINATION

CONSULTANT shall coordinate with other involved agencies for compatible design and phasing of construction with existing conditions.

### D. STANDARDS

Documents shall be prepared in accordance with current State Department of Transportation (CALTRANS) regulations, policies, procedures, manuals and standards including compliance with Federal Highway Administration (FHWA) requirements and/or County Road Standards as appropriate. Improvements of local roads may be prepared in accordance with COUNTY standards in lieu of CALTRANS standards as directed by the COUNTY's Contract Administrator. . All documents shall be prepared using English Standard Units and dimensions.

#### KEY PERSONNEL

The CONSULTANT has represented to the COUNTY that certain key personnel will perform the services and if one or more of such personnel should become unavailable, CONSULTANT may substitute other personnel of at least equal competence only after prior written approval by the COUNTY's Contract Administrator has 1

been secured. The key personnel for performance of this Contract are:

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Contract Manager

**Assignment** 

**Key Personnel** 

[NAME]

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Project Manager

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[NAME]

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### **ARTICLE All • CONTRACT ADMINISTRATION**

### CONTRACT MANAGEMENT

The CONSULTANT's Contract Manager will maintain ongoing liaison with the COUNTY's Contract Administrator and other effected agencies to promote effective coordination during the course of working on Task Orders.

#### B. COST ACCOUNTING

The CONSULTANT will prepare and submit monthly invoices of expenditures for each on-call Task Order. Expenditures include direct labor costs, other direct costs and subconsultant costs. All Invoices will include all supporting data.

#### C. SCHEDULING

Schedules will be prepared for each specific Task Order.

### ARTICLE AIII • SERVICES TO BE PROVIDED/SCOPE OF WORK

The scope of work for this contract is to provide on-call services to the Riverside County Transportation Department for transportation related services located throughout Riverside County. Services will be performed at the request of the COUNTY's Contract Administrator. CONSULTANT and COUNTY shall negotiate and establish a cost estimate that is consistent with the services listed below and the CONSULTANT's billing rates as provided in Attachment C. Each Task Order shall be memorialized in writing and approved by the Director of Transportation and by the CONSULTANT's Contract Manager or authorized designees. The sum of the Task Orders cost estimates authorized in each year shall not exceed the maximum annual amount. The CONSULTANT may be required to provide on-call services that include but are not limited to the following:

- **Construction Management**
- Construction Inspection (Includes Roadway and Structures)
- Specialty Inspection (Includes Landscape, SWPPP, Electrical)
- **Construction Reviews**
- Contract Administration

### Construction Management and Inspection

- 6. Geotechnical Engineering and Material Testing
- 7. Source Inspection

- 8. Environmental Review and Reports
- 8. Provide public outreach.
- 9. Provide other construction management and inspection related professional services as required.