

March 14, 2025

Adam Gufarotti  
City of Lake Elsinore  
130 Main Street  
Lake Elsinore, CA 92530

**SUBJECT: CITY OF LAKE ELSINORE ON-CALL MONITORING & CONSULTING**

GEI Consultants is pleased to submit this scope of work to provide on-call environmental monitoring and consulting services to the City of Lake Elsinore. Our team of experienced environmental professionals is committed to delivering high-quality services that support the City's efforts to maintain and enhance its natural resources. Our team consists of highly qualified environmental scientists, biologists, and regulatory experts with extensive experience in lake environmental monitoring and consulting. We are dedicated to providing the City of Lake Elsinore with the highest level of service and expertise.

**SCOPE**

The primary objectives of this scope of work are to:

- Provide expert consulting services to support the City's environmental management and regulatory compliance efforts.
- Conduct as-needed environmental monitoring to assess the water quality and health of the lake.
- Assist in the development of studies and strategies to help improve lake water quality.
- Comprehensive analysis of monitoring data to identify trends and areas of concern.
- Deliver timely and accurate reports and recommendations based on monitoring data.

GEI Consultants appreciates this opportunity to provide this service. As always, if any questions please do not hesitate to contact me at 858-243-8158.

Sincerely,



John Rudolph  
GEI Consultants  
Senior Aquatic Scientist

**FEE SCHEDULE**

<u>Personnel Category</u>	<i>Hourly Billing Rate</i> <u>\$ per hour</u>
Staff Professional – Grade 1	\$ 108
Staff Professional – Grade 2	\$ 127
Project Professional – Grade 3	\$ 141
Project Professional – Grade 4	\$ 166
Senior Professional – Grade 5	\$ 197
Senior Professional – Grade 6	\$ 227
Senior Professional – Grade 7	\$ 275
Senior Consultant – Grade 8	\$ 319 - \$ 329
Senior Consultant – Grade 9	\$ 329
Senior Principal – Grade 10	\$ 329
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Senior Drafter and Designer	\$ 175
Drafter / Designer and Senior Technician	\$ 141
Field Professional	\$ 145
Technician, Word Processor, Administrative Staff	\$ 101
Office Aide	\$ 100

These rates are billed for both regular and overtime hours in all categories.

Rates will increase up to 5% annually, at GEI's option, for all contracts that extend into the next calendar year. Rates for Deposition and Testimony are increased 1.5 times.

**OTHER PROJECT COSTS**

**Subconsultants, Subcontractors and Other Project Expenses** - All costs for subconsultants, subcontractors and other project expenses will be billed at cost plus a 4% service charge. Examples of such expenses ordinarily charged to projects are subcontractors; subconsultants: chemical laboratory charges; rented or leased field and laboratory equipment; outside printing and reproduction; communications and mailing charges; reproduction expenses; shipping costs for samples and equipment; disposal of samples; rental vehicles; fares for travel on public carriers; special fees for insurance certificates, permits, licenses, etc.; fees for restoration of paving or land due to field exploration, etc.; state and local sales and use taxes and state taxes on GEI fees. The 4% service charge will not apply to GEI-owned equipment and vehicles or in-house reproduction expenses.

**Field and Laboratory Equipment Billing Rates** – GEI-owned field and laboratory equipment such as pumps, sampling equipment, monitoring instrumentation, field density equipment, portable gas chromatographs, etc. will be billed at a daily, weekly, or monthly rate, as needed for the project. Expendable supplies are billed at a unit rate.

**Transportation and Subsistence** - Automobile expenses for GEI or employee-owned cars will be charged at the rate per mile set by the Internal Revenue Service for tax purposes plus tolls and parking charges or at a day rate negotiated for each project. When required for a project, four-wheel drive vehicles owned by GEI or the employees will be billed at a daily rate appropriate for those vehicles. Per diem living costs for personnel on assignment away from their home office will be negotiated for each project.

**PAYMENT TERMS**

Invoices will be submitted monthly or upon completion of a specified scope of service, as described in the accompanying contract (proposal, project, or agreement document that is signed and dated by GEI and CLIENT).

Payment is due upon receipt of the invoice. Interest will accrue at the rate of 1% of the invoice amount per month, for amounts that remain unpaid more than 30 days after the invoice date. All payments will be made by either check or electronic transfer to the address specified by GEI and will include reference to GEI's invoice number.