



WILSON•MIKAMI•CORPORATION
CONSULTING ENGINEERS

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Revised March 7, 2023
February 23, 2023

P.N. P11123.00

Yu Tagai, PE

Senior Civil Engineer
City of Lake Elsinore
130 S. Main Street
Lake Elsinore, CA 92530
ytagai@Lake-Elsinore.org

**SUBJECT: Proposal for Civil Engineering Services
City of Lake Elsinore Standard Plans and Design Policy Update**

Dear Yu:

Wilson Mikami Corporation, Inc. (WMC) sincerely appreciates the opportunity to present a proposal to The City of Lake Elsinore for civil engineering services related to the referenced project.

This proposal includes the services that Wilson Mikami Corporation anticipates are required to accomplish the project goals. The proposal is based on a scope of work discussed with your office. The attached proposal includes the following information:

- Scope of Services
- Project Fee Summary
- List of Assumptions & Exclusions

Once again, thank you for considering Wilson Mikami Corporation for this project. We anticipate that you will send us your standard contract documents for review and execution if we are selected for this project. I can be reached at (949) 679-0092 to answer any questions you may have regarding this project proposal.

Sincerely,
Wilson Mikami Corporation, Inc.

Scott M. Wilson, P.E.
Principal

Enclosures

EXHIBIT 'A'
SCOPE OF SERVICES
City of Lake Elsinore Standards Update

Wilson Mikami Corporation (WMC) agrees to provide professional services to the Client as described below:

200 FINAL ENGINEERING PHASE

201 Engineering Standard Plan Update

Prepare updates to the City standard plans to comply with current building code ADA requirements. Review example standard plans with the Client and develop a draft list of standard plans to include in the package. Prepare CAD and PDF plans of the standards. Review the final versions of the standard plans with the Client and respond to comments. A total of 120 sheets of standard details are anticipated to be updated/developed. Standard Plans are estimated to be completed for the following categories.

1. Street Improvement Standards
2. Grading and Drainage Standards
3. Street and Safety Light Standards (recent CLE standards to be used)
4. Traffic Signal Standards
5. Public Landscape and Irrigation Standards
6. Survey/Monumentation Standards
7. Miscellaneous Standards

202 Title Block / Borders Update

Prepare City Standard title block/borders. Review example standard title blocks with the Client prior to developing the final versions. Prepare CAD and PDF plans of the standard title blocks/borders. Review the final versions of the standard plans with the Client and respond to comments. Standard title block/borders are estimated to be completed for the following categories.

1. Improvement Plans
2. Grading Plans
3. Public Landscape Plans

203 Standard Specifications/Special Provisions Update

Prepare an update to the City Standard Specifications and Special Provisions for bid document purposes. Review example standard specifications and special provision with the Client prior to developing the final versions. Prepare word document final standard specifications and special provisions. Review the final versions of the with the Client and respond to comments. Standard specifications and special provisions are estimated to be completed for the following categories.

1. Standard Specifications and Special Provisions
2. Road Improvement Specifications
3. Traffic Signal Specifications
4. Public Landscape and Irrigation Standards

204 Design Manual, Checklist and Standard Notes Update

Prepare an update to the City Design Manual, Checklist and Standard Notes. The update shall comply with current building code ADA requirements. Review examples with the Client prior to developing the final versions. Prepare word document final Design Manual, Checklist and Standard Notes updates.

EXHIBIT 'A'
SCOPE OF SERVICES
City of Lake Elsinore Standards Update

Review the final versions of the with the Client and respond to comments. Design Manual, Checklist and Standard Notes updates are estimated to be completed for the following categories.

1. Grading Design
2. Drainage Design/WQMP
3. Street Improvement
4. Street Light Design
5. Traffic Signal Design
6. Public Landscape and Irrigation
7. Mapping/Monumentation
8. Parcel / Tract Maps
9. Lot Line Adjustments/Mergers
10. Dedications/Vacations
11. COCs

205 Permit Applications/Submittal Requirements and Forms Update

Prepare an update to the City Permit Applications/Submittal Requirements and Forms. Review examples with the Client prior to developing the final versions. Prepare word document final Permit Applications/Submittal Requirements and Forms updates. Review the final versions of the with the Client and respond to comments. Permit Applications/Submittal Requirements and Forms updates are estimated to be completed for the following categories.

1. Grading
2. Improvement Plans
3. Encroachment Permits
4. Public Landscape Plans
5. Bond Application
6. Bond/Cost Estimate
7. Monumentation Estimate
8. Forms

206 City Ordinance and General Plan Review

Review City Ordinances and General Plan to identify standards noted in the ordinance or General Plan and matrix that should be changed or removed to be consistent with the revised standard plans and current building codes. Provide a mark-up set of the ordinances for review by the Client. Review with the Client and respond to comments.

207 Meetings and Coordination

Attend meetings to coordinate review of the project documents with the Client and other team members and discuss comments and responses to comments and project status.

EXHIBIT 'B'
FEE SCHEDULE
City of Lake Elsinore Standards Update

TASK	DESCRIPTION	FEE
200	FINAL ENGINEERING	
201	Engineering Standard Plan Update	\$ 56,900
202	Title Block / Borders Update	\$ 3,300
203	Standard Specifications/Special Provisions Update	\$ 11,600
204	Design Manual, Checklist and Standard Notes Update	\$ 6,400
205	Permit Applications/Submittal Requirements and Forms Update	\$ 6,200
206	City Ordinance and General Plan Review	\$ 3,500
207	Meetings and Coordination	\$ 4,900
Total (T&M NTE)		\$ 92,800

The estimated budget is a maximum for the work proposed based on the direction and information provided by your office. Work performed will be billed monthly on a fixed fee basis as noted above and is due and payable thirty (30) days from receipt of invoice. Retention shall not be withheld from payment. Direct costs, such as filing fees, will be paid by the Client.

This proposal is valid for 90 days.

All extra work shall be performed on a time-and-materials basis per the Standard Fee Schedule

T&M NTE = Time and Materials, Not to Exceed

EXHIBIT 'C'
ASSUMPTIONS AND EXCLUSIONS
City of Lake Elsinore Standards Update

ASSUMPTIONS:

This proposal was based on the following assumptions related to the proposed project:

- Proposal is based on the Client providing CAD/Electronic versions of existing standards to the extent possible.

EXCLUSIONS:

Items not specifically identified in the scope of service sections of this proposal are to be excluded from this work effort and would be considered additional services. Such services would include, but are not limited to, the following:

- Revisions to work completed or underway due to a change in information or instruction provided to Wilson Mikami Corporation by the Client for Client's consultant (s).

Wilson Mikami Corporation

FEE SCHEDULE

July 1, 2022 to June 30, 2023

Compensation for work performed on a time and materials basis will be computed as follows:

CIVIL ENGINEERING SERVICES and MAPPING

Hourly Rate

Principal	\$ 245.00
Senior Project Manager	\$ 215.00
Project Manager	\$ 205.00
Sr. Project Designer, Sr. Project Engineer, Assistant Project Manager	\$ 195.00
Project Engineer, Project Designer	\$ 185.00
Sr. Designer, Sr. Design Engineer	\$ 175.00
Design Engineer, Designer	\$ 160.00
Assistant Engineer, Research/Processing Coordinator, Sr. CADD Technician	\$ 140.00
CADD Technician	\$ 130.00
Jr. Engineer	\$ 110.00
Jr. CADD Technician	\$ 105.00
Engineering Aide, Office Work	\$ 100.00

LICENSED LAND SURVEYOR and MAPPING SERVICES (Overtime to be billed at 1.35% regular rate)

Licensed Land Surveyor, Sr. Project Manager	\$ 216.00
Sr. Project Surveyor/Chief of Parties	\$ 205.00
Project Surveyor	\$ 185.00
Survey Analyst	\$ 160.00
Survey Aide	\$ 140.00

FIELD SURVEY (Overtime to be billed at 1.45% regular rate)

One Person Crew	\$ 215.00
Two Person Crew	\$ 345.00
Three Person Crew	\$ 445.00
One Person Crew – Prevailing Wage	\$ 225.00
Two Person Crew - Prevailing Wage	\$ 355.00
Three Person Crew - Prevailing Wage	\$ 465.00

Note: There will be a 2-hour minimum for Field Crew time.

MISCELLANEOUS FEES

The following services are billed at our cost plus 15%:

- Subcontract services. Plan check fees or filing fees advanced by us. Transportation, meals and lodging for overnight travel and incidental travel expenses. Commercial delivery services including Federal Express, Express Mail, and Messenger Services. Plotting and blueprint services and printing (The client is encouraged to arrange for printing, other than prints or plots on our printing machine and plotters, to be contracted directly with an outside blueprint company acceptable to us).

MILEAGE

Current rate established by the IRS