

**TASK ORDER NO. 31
TO CONTRACT FOR PROFESSIONAL SERVICES WITH
DEWBERRY ENGINEERS INC.**

**WATER METER REPLACEMENT PROJECT PHASE 1 AND PHASE 2
CONSTRUCTION MANAGEMENT/INSPECTION/
ENGINEERING SERVICES DURING CONSTRUCTION
SCOPE OF SERVICES AND FEE ESTIMATE
January 2026**

The City of Angels (City) retained Dewberry Engineers Inc. (Consultant) to prepare plans and specifications for the replacement of 1,822 residential water meters with automatic meter reading units within the City. The City is furnishing the meters, and a Contractor is being retained to provide connection materials and labor for installation.

On December 2, 2025, the City Council authorized the release of construction documents for bidding the Water Meter Replacement Project Phase 1 and Phase 2 (Project). The Project was advertised for bidding and five bids were received and opened on January 8, 2026. The Project is scheduled to be awarded to Moyle Excavation (Contractor), for the 270 calendar day Project. The Contractor will be providing the City with all required documents. The Construction Services Agreement will then be executed and a Notice to Proceed (NTP) will be issued. The NTP is anticipated to occur February 2, 2026.

The City has requested assistance from Consultant to provide construction oversight/inspection and engineering services during construction. A scope of services and fee estimate for the desired assistance are summarized below.

SCOPE OF SERVICES

The scope of services is divided into the following tasks:

- Task 1 – Construction Oversight and Field Inspection
- Task 2 – Office Engineering

Each is detailed below.

TASK 1 – CONSTRUCTION OVERSIGHT AND FIELD INSPECTION

Completion of the Project is anticipated within 270 calendar days. The Contractor is authorized to utilize three construction crews on a daily basis for the Project, and the City does not have adequate staff to provide oversight and inspection for multiple construction crews. Consultant and UNICO will be augmenting City staff and will provide field inspection services during construction (1,000 regular hours are budgeted). Specific activities are detailed below.

1.1 Field Inspection

Construction Manager/Inspectors (CM/I) will inspect constructed facilities at key milestones or prior to burial and observe all tests required to be performed by the Contractor as referenced in the Contract Documents. The CM/I will monitor the Contractor's performance from the perspective of

quality, cost, and schedule and will enforce the requirements of applicable Contract Documents. Weekly inspection reports of the Contractor's construction activities will be completed and filed to be ultimately transmitted to the City at the end of the Project. Any special situations will be documented by photograph or video, and unacceptable testing and/or defective work will be documented until it is repaired to the CM/P's satisfaction and quality of work in accordance with the Contract Documents.

Inspection reports will contain the following information:

- The quantity, classification, and summary of activity of each of the Contractor's employees working on-site
- Materials deliveries
- Discussions with the Contractor
- Quantity, type, and summary of Contractor's equipment on site, both working and idle
- Weather conditions
- Problems, issues addressed, and changes

Any other information necessary to create a satisfactory record of the week's activities at the Project site in accordance with standard inspection practice will also be noted.

1.2 Meetings

Periodic tailgate meetings/progress meetings will be conducted between CM, Contractor, City, Consultant, and any appropriate agencies related to the Project. CM staff will meet with interested property owners during the periods of construction as needed and document any discussions for inclusion into the Project record. A total of 30 meetings is anticipated for budgeting purposes.

1.3 Closeout

After the Project is substantially complete, a walkthrough will be scheduled with the CM team, Contractor, City, Consultant, and any other appropriate parties and a "punch list" will be prepared of incomplete or unsatisfactory items. The punch list will be submitted to the Contractor for completion.

TASK 2 – OFFICE ENGINEERING

Consultant will receive Contractor RFIs and shop drawings requiring review and response. Responses for up to ten RFIs are budgeted. Responses for up to five Contractor submittals or resubmittals to assure conformance with contract documents is budgeted. If change orders are necessary, Consultant will develop the appropriate documentation. The Consultant will attend up to 30 construction meetings.

Consultant will prepare and submit a monthly invoice which will include a brief Project status report which will include updates of Project progress; percent of work completed; percent of funds expended, including change orders; and any community relations issues.

Once all work is satisfactorily complete, Consultant will deliver a statement to the City indicating that to the best of their knowledge and belief, after diligent investigation, including satisfaction of its other obligations under the agreement, the Project has been completed in accordance with the Contract Documents and will recommend acceptance.

Consultant will meet with CM to discuss Contractor as-built mark-ups. The Consultant will prepare one set of record drawings and submit the PDF and CAD files to the City Engineer. Submittal of record drawings to the City Consultant is estimated to occur 30 days after construction completion.

FEE ESTIMATE

The estimated fee to complete the tasks described above is \$222,500 summarized as follows:

Task 1 – Construction Oversight and Field Inspection	\$195,000
Task 2 – Office Engineering	\$27,500

Dewberry Engineers Inc.



Dave Richard, P.E.
Principal Engineer

Approved by:

Steve Williams
Interim City Administrator