

# ATTACHMENT 1

**TOWN OF TRUCKEE  
Mobility Hub  
CONSTRUCTION MANAGEMENT AND INSPECTION**

4/25/2024

ACTIVITY	QTY/DAYS	HRS/DAY	RATE	TOTAL	COMMENTS
<b><u>TASK 1 - CM SERVICES</u></b>					
<b>CONSTRUCTION MANAGEMENT</b>					
6 WEEKS / 30 DAYS					
RESIDENT ENGINEER/CONSTRUCTION MANAGER	6	10	\$ 185.00	\$ 11,100.00	
SENIOR CONSTRUCTION MANAGER	6	2	\$ 210.00	\$ 2,520.00	
RFI ASSISTANCE	10	1	\$ 185.00	\$ 1,850.00	10 HOURS PER TOWN
CHANGE ORDER ASSISTANCE	10	1	\$ 185.00	\$ 1,850.00	10 HOURS PER TOWN
VEHICLE		60	\$ 15.00	\$ 900.00	
ADMIN	6	10	\$ 110.00	\$ 6,600.00	
SUBTOTAL				\$ 24,820.00	
<b>POSTCONSTRUCTION SERVICES</b>					
2 WEEKS					
SENIOR CONSTRUCTION MANAGER			\$ 210.00	\$ -	
SENIOR CONSTRUCTION MANAGER O.T.				\$ -	
RESIDENT ENGINEER	10	1	\$ 185.00	\$ 1,850.00	
RESIDENT ENGINEER O.T.					
LEAD INSPECTOR REG.	10	1	\$ 170.00	\$ 1,700.00	
LEAD INSPECTOR O.T.			\$ 205.00	\$ -	
VEHICLE			\$ 15.00	\$ -	
ADMIN	10	2	\$ 110.00	\$ 2,200.00	
SUBTOTAL				\$ 5,750.00	
<b><u>TASK 2 - INSPECTION SERVICES</u></b>					
<b>CONSTRUCTION INSPECTION - EST. 8/1/24 - 10/1/24</b>					
30 DAYS					
LEAD INSPECTOR REG. 7/01/2024 TO 6/30/2025	30	8	\$ 180.00	\$ 43,200.00	
LEAD INSPECTOR O.T. 7/01/2024 TO 6/30/2025			\$ 210.00	\$ -	
VEHICLE		240	\$ 15.00	\$ 3,600.00	
SUBTOTAL				\$ 46,800.00	
ESTIMATED TOTAL FEE				\$ 77,370.00	
1. INSPECTOR GROUP 2 PREVAILING WAGE RATE OF \$89.24 / HOUR THROUGH JUNE 30, 2024, \$92.24 / HOUR JULY 1, 2024 THROUGH JUNE 30, 2025, THEREAFTER \$92.24 / HOUR					
2. PREVAILING WAGE RATE TRAVEL RULES APPLY TO THE INSPECTORS					

Exhibit "A"  
Scope of Services

**Task 1.0 CM Services**

**Task 1.1 Construction Management**

CONSULTANT will provide a senior construction manager, resident engineer, and contract administrator for the entire 30 working day contract period. Anticipated daily/weekly effort is shown on the attached fee breakdown. CONSULTANT shall provide contract administration services as follows:

- Resident engineer will prepare agendas and run weekly meetings, track overall budget
- Resident engineer and contract administrator will facilitate stakeholder meetings to discuss schedule and/or design modifications during construction
- Assist the Town, as needed to respond to construction RFIs (10 hours)
- Assist the Town, as needed to prepare change orders (10 hours)
- Provide verification and approval of contractor's monthly pay request
- Supervise the inspection and material testing activities
- Provide recommendations to the Town of Truckee for any necessary construction changes due to field conditions

Vehicle will be expenses as \$15/Hr. per the Project's Hourly Rate Fee Schedule. A total of one (1) vehicle for the resident engineer has been assumed for the duration of the project.

CONSULTANT will utilize Microsoft Teams, for document control. Project folders will be set up following CONSULTANTS standard file structure. CONSULTANT will maintain a project file system to inspection and testing reports, meeting agendas and minutes, submittals, submittal log, RFI's, RFI log, as-builts, change orders, change order log, progress payments, weekly quantities, monthly quantities, working day reports, and project correspondence.

**Task 1.2 Postconstruction Services**

CONSULTANT will develop a project punch list and schedule a final inspection with the project team, including representatives from other agencies. Consultant will manage the completion of the punch list items and provide documentation for completed work.

CONSULTANT will provide one review of contractor as-builts to ensure all changes incorporated into the work are captured.

CONSULTANT will provide the Town of Truckee an external hard drive containing all the project files and correspondence as identified in Task 1.1.

**Task 2.0 Inspection**

CONSULTANT will provide one full time inspector during construction activities. 8-hour working days and a 30 working day contract period are anticipated. The inspector will:

- Attend the preconstruction conference
- Monitor the work performed by the contractor and verify that the work is in accordance with the plans and specifications

- Assist in problem resolution with the Town of Truckee, contractor personnel, utility agencies, the public, and others
- Prepare daily inspection reports with photographs submitted weekly to the Town of Truckee and CC'd to the appropriate government jurisdiction(s)
- Provide quantity reports and assist in contractor's monthly progress payments
- Assist in preparation of the Punch List
- Maintain a field blueline set of drawings to incorporate contractor record drawing mark-ups

Construction inspection vehicle will be expenses as \$15/Hr. per the Project's Hourly Rate Fee Schedule. One (1) inspector vehicle have been assumed for the duration of the project.