



April 23, 2025

Mr. Riley Powers  
Assistant Engineer  
Town of Truckee  
10183 Truckee Airport Road  
Truckee, CA 96161

**Subject: 2025 Paving and Drainage Project  
Proposal for Construction  
Observation Services**

Dear Mr. Powers:

DOWL LLC is pleased to present this proposal for Construction Engineering services related to the 2025 Paving and Drainage project for the Town of Truckee (Town). DOWL has been providing design and construction management and inspection services for over 60 years.

### **Scope of Work**

Perform construction observation on the 2025 Paving and Drainage project. It is anticipated that construction on the project will begin as early as mid-May but may not start until as late as early June due to the weather dependency of the work. The Construction Contract has a 95 working day contract time duration and will likely extend into September 2025. The Construction Contract primarily consists of, but is not limited to, road surface reconstruction, drainage facility improvements, necessary utility facility adjustments, and improvements to the urban trail system. There is also an optional contract addition for certified payroll review services.

### **Construction Observation**

Under this task, DOWL will perform construction observation of the construction work being performed by the Construction Contractor (Contractor). Construction observations will be focused on monitoring the construction contractor's quality of work and compliance with the Plans and Specifications. DOWL's on-site Field Project Representatives (FPR) will work closely with the Town and Contractor to coordinate work schedules, work locations, necessary utility adjustments, and materials testing.

### **Consultant Shall**

- Perform construction observation and complete Daily Work Reports, including estimated quantities of bid item work performed that shift.
- Attend construction meetings as requested by the Town.

### **Assumptions for Budgeting Purposes**

Based on projected staff availability and anticipated construction schedule, DOWL proposes Bruce Smith (Field Project Representative II) as the primary inspector for this project. A second construction observer will also be provided as needed/upon request; the 2nd staff member is still to be determined as it is unknown if they will be needed. Based on the Construction Contract duration of 95 working days, DOWL estimates up to two thousand two hundred and eighty (2,280) hours.

This estimate includes ninety-five (95) days, averaging twelve (12) hours/day, including up to ten (10) hours on-site, one and a half (1.5) hours of travel time, and one half-hour (0.5) of documentation and report finalization. Senior leadership coordination, field staff support and oversight and Administrative Support are also anticipated at a nominal amount (~5% of Inspectors' hours). Estimated mileage is based on averaging 100 mi/day to include travel between DOWL's Reno office and in-town mileage between work sites for each DOWL representative.

### **Deliverables**

- Daily Work Reports, including photos

### **Services Not Included**

The following services have not been included in this proposal.

- Construction Management & Administration
- Approval/rejection of materials incorporated
- Other Engineering services

### **Certified Payroll Review (Optional)**

- Review certified payroll reports supplied by the prime contractor. Reports to include prime and sub-contractors working on the Project.
- Verify the contractor staff positions, time, and wages paid are accurate and comply with the prevailing wages for the Project.

### **Assumptions**

- Certified payroll reviews and coordination with Contractor are assumed to take up to six (6) hours per week on average. Additional hours are included for coordination.
- Certified payroll reports are anticipated to be complete and correct. Contractor is to be familiar with certified payrolls and compliance.
- If certified payroll reports are not complete, DOWL will reject the submission and require re-submission by the contractor.
- The Town will provide the reviewed certified payroll reports to any agencies that require them.

### **Deliverables**

- Certified payroll reports supplied by prime contractor.

Mr. Riley Powers  
Town of Truckee  
April 24, 2025  
Page 3 of 3

### **Schedule and Fees**

DOWL proposes to complete the Construction Observation on a Time & Materials basis. Based on the budgeting assumptions above and Fee Schedule included in the Term Contract proposal, DOWL estimates this Task Order value to be approximately \$405,940. This estimate uses DOWLs standard rates and based on a previous CA DIR determination that prevailing wage rates do not apply to Construction Observation. If the contracted task order value is extended due to the project exceeds the assumed duration or additional effort is requested by the Town, etc., a task order modification will be necessary. Should the Town decide to add the additional Certified payroll review task, the Task Order value estimate is increased by \$14,820 to be \$420,760.

We trust this proposal provides you with the information required for the 2025 Paving and Drainage project needs, and hope that it meets with your approval. If you have any questions, please do not hesitate to contact me.

Sincerely,

**TJ Paterson**

Digitally signed by TJ Paterson  
DN: CN=TJ Paterson,  
OU=Standard, OU=Users,  
OU=Staff, DC=DOWL, DC=COM  
Date: 2025.04.23 14:17:47-07'00'

TJ Paterson, PE

Construction Project Manager

Attachment(s): DOWL Current Fee Schedule

cc: Matt VanDyne, PE  
Marissa Madsen, PE  
Jason Kelly, PE



## NEVADA FEE SCHEDULE

### Personnel Billing Rates

Personnel are identified on our invoices by name and/or labor category.

Description	Rate	Description	Rate
Accounting Manager	\$185	Engineer IX	\$250
Accounting Technician	\$120	Engineer X	\$265
Administrative Assistant	\$95	Engineering Technician I	\$100
Administrative Manager	\$125	Engineering Technician II	\$115
Biologist I	\$130	Engineering Technician III	\$125
Biologist II	\$140	Engineering Technician IV	\$140
Biologist III	\$150	Engineering Technician V	\$155
Biologist IV	\$160	Engineering Technician VI	\$175
Biologist V	\$205	Environmental Specialist I	\$120
CAD Drafter I	\$105	Environmental Specialist II	\$135
CAD Drafter II	\$120	Environmental Specialist III	\$140
CAD Drafter III	\$130	Environmental Specialist IV	\$150
CAD Drafter IV	\$140	Environmental Specialist V	\$155
CAD Drafter V	\$150	Environmental Specialist VI	\$190
Senior CAD Drafter	\$170	Environmental Specialist VII	\$210
Civil and Transportation Designer	\$135	Environmental Specialist VIII	\$225
Senior Civil and Transportation Designer	\$170	Environmental Specialist IX	\$245
Contract Administrator I	\$160	Environmental Specialist X	\$265
Contract Administrator II	\$185	Field Project Representative I	\$130
Corporate Development Manager	\$230	Field Project Representative II	\$145
Cultural Resources Specialist I	\$120	Field Project Representative III	\$155
Cultural Resources Specialist II	\$140	Field Project Representative IV	\$170
Cultural Resources Specialist III	\$145	Field Project Representative V	\$210
Cultural Resources Specialist IV	\$180	Geologist I	\$135
Cultural Resources Specialist V	\$195	Geologist II	\$145
Document Production Supervisor	\$150	Geologist III	\$155
Engineer I	\$130	Geologist IV	\$175
Engineer II	\$140	Geologist V	\$205
Engineer III	\$155	GIS Coordinator	\$175
Engineer IV	\$175	GIS Manager	\$185
Engineer V	\$195	GIS Specialist	\$145
Engineer VI	\$205	GIS Technician	\$110
Engineer VII	\$215	Graphics Designer	\$130
Engineer VIII	\$225	Senior Graphics Designer	\$165



Description	Rate	Description	Rate
Hydrogeologist I	\$140	Professional Land Surveyor IV	\$150
Hydrogeologist II	\$165	Professional Land Surveyor V	\$160
Hydrogeologist III	\$195	Professional Land Surveyor VI	\$165
Sr. Hydrogeologist	\$225	Professional Land Surveyor VII	\$175
Intern I	\$85	Professional Land Surveyor VIII	\$185
Intern II	\$105	Professional Land Surveyor IX	\$210
Laboratory Manager	\$125	Professional Land Surveyor X	\$220
Laboratory Supervisor	\$105	Professional Land Surveyor XI	\$255
Landscape Architect I	\$130	Project Administrator	\$135
Landscape Architect II	\$145	Project Assistant I	\$115
Landscape Architect III	\$160	Project Assistant II	\$130
Landscape Architect IV	\$175	Project Controller	\$165
Landscape Architect V	\$190	Senior Project Controller	\$185
Landscape Architect VI	\$200	Project Manager I	\$160
Landscape Architect VII	\$210	Project Manager II	\$175
Landscape Designer I	\$95	Project Manager III	\$190
Landscape Designer II	\$115	Project Manager IV	\$205
Marketing Assistant	\$105	Project Manager V	\$220
Marketing Coordinator	\$135	Project Manager VI	\$235
Marketing & Administrative Manager	\$225	Project Manager VII	\$250
Materials Technician I	\$95	Proposal Manager	\$140
Materials Technician II	\$105	Senior Proposal Manager	\$210
Lead Materials Technician	\$115	Public Involvement Assistant	\$115
Senior Materials Technician	\$125	Public Involvement Coordinator	\$155
Materials Manager	\$130	Public Involvement Planner	\$135
Planner I	\$120	Public Involvement Program Manager	\$200
Planner II	\$145	Real Estate Services Manager	\$180
Planner III	\$160	Right of Way Agent I	\$125
Planner IV	\$175	Right of Way Agent II	\$140
Planner V	\$190	Right of Way Agent III	\$155
Planner VI	\$200	Right of Way Agent IV	\$170
Planner VII	\$210	Right of Way Agent V	\$185
Planner VIII	\$225	Right of Way Agent VI	\$215
Planner IX	\$240	Right of Way Assistant	\$115
Planner X	\$280	Risk Manager	\$200
Planning Technician	\$110	Senior Manager I	\$240
Professional Land Surveyor I	\$120	Senior Manager II	\$260
Professional Land Surveyor II	\$130	Senior Manager III	\$270
Professional Land Surveyor III	\$140	Senior Manager IV	\$295



Description	Rate	Description	Rate
Senior Manager V	\$315	Survey Technician -- Supervisor	\$155
Senior Manager VI	\$335	Systems Administrator	\$155
Survey Technician I	\$90	Technical Coordinator	\$180
Survey Technician II	\$95	Utility Operator	\$145
Survey Technician III	\$100	Water Resource Specialist	\$195
Survey Technician IV	\$115	Water Rights Specialist I	\$160
Survey Technician IX	\$170	Water Rights Specialist II	\$190
Survey Technician V	\$120	Water Rights Specialist III	\$220
Survey Technician VI	\$130	Water Rights Technician I	\$105
Survey Technician VII	\$145	Water Rights Technician II	\$115
Survey Technician VIII	\$160	Water Rights Technician III	\$125

#### Survey Crews

One-Person Survey Crew	=	\$160 / hour
One-Person Survey Crew GPS/Robotics	=	\$180 / hour
Two-Person Survey Crew	=	\$240 / hour
Two-Person Survey Crew (PLS + LSIT)	=	\$280 / hour
Two-Person Survey Crew GPS/Robotics	=	\$255 / hour
Three-Person Survey Crew	=	\$350 / hour

#### Travel, Mileage, and Miscellaneous

Lodging	=	Cost per night
Airfare	=	Cost
Vehicle Usage – Passenger Cars	=	\$1.10/mile
Vehicle Usage – Trucks & SUV's	=	\$1.30/mile
Printing/Supplies/Phone/Fax/Postage	=	Note 3
In-House Usage Charges	=	Note 4

#### Per Diem

Unless otherwise specified contractually, per diem will be billed when travel is more than 50 miles from the office during a meal allowance period of three or more consecutive hours or involves an overnight stay. The three meal allowance periods are breakfast (midnight to 10:00 a.m.), lunch (10:00 a.m.-3:00 p.m.), and dinner (3:00 p.m. to midnight).

	Breakfast	Lunch	Dinner	Incidentals	1 <sup>st</sup> and Last Day	Per Diem Rate
Elko	\$13.00	\$15.00	\$26.00	\$5.00	\$44.25	\$59.00
Reno	\$16.00	\$17.00	\$31.00	\$5.00	\$51.75	\$69.00

For all other cities not listed above and meal breakdown, use the following link: <https://www.gsa.gov/travel/plan-book/per-diem-rates>



<b>Notes</b>
--------------

1. DOWL's Professional Services Fee Schedule is subject to adjustment each year or at the end of a contract period, whichever is appropriate. Should adjustments be anticipated or required, such adjustments will not affect existing contracts without prior agreement between Client and DOWL.
2. Straight-time rates are given. Multiply by 1.5 for overtime rates. Overtime rates will be applied at the rate prescribed by applicable state law.
3. Direct reimbursable expenses such as travel, freight, subcontractors, and request beyond those requests considered reasonable by the project manager for phone/fax/postage, office supplies, reproduction and photography, and laboratory analysis will be billed at cost plus the negotiated markup.
4. In-house equipment usage charges or specialized software/equipment that are not separately stated on the fee schedule will be negotiated at rates deemed fair and reasonable.
5. Late charges will be assessed on the unpaid balance of all accounts not paid within 30 days of the billing date, at a rate of 1.0 percent per month (12% per year).