



Peter Kampa, General Manager
Cortina Community Services District
P.O. Box 43
Arbuckle, CA 95912

Subject: Evaluation of Pavements and Recommendations for Improvements for the
Cortina Community Services District

Dear Mr. Kampa:

Pursuant to your recent request I wish to confirm that Willdan Engineering (Willdan) is pleased to provide this proposal to perform an in-depth evaluation of the pavements in the three subdivisions that comprise the Cortina Community Services District, and to also provide recommendations for roadway improvements.

We are pleased to offer the services of Mr. Peter Rei, PE, PLS to serve as the Project Manager for the project. Mr. Rei has more than 38 years of engineering and management experience in municipal engineering for cities, counties and special districts. Mr. Rei will be supported by other Willdan Engineering staff, as needed, to help him to successfully complete the project.

The total not-to-exceed cost of the pavement evaluation project is proposed to be \$17,500.00. Willdan further proposes that Mr. Rei's project management services will be billed at a rate of \$160.00/hr.

We sincerely appreciate the opportunity to offer our professional engineering services to the Cortina Community Services District and look forward to assisting you with your engineering needs. If you have any questions, or need additional information, please contact me at (209) 743-4469 or at prei@willdan.com.

Please indicate the District's approval and authorization to proceed by scanning one signed original and returning it by e-mail.

Respectfully submitted,
WILLDAN ENGINEERING

A handwritten signature in black ink that reads "Peter Rei".

Peter Rei, PE, PLS
Project Manager

Approval and Authorization to Proceed By:
CORTINA COMMUNITY SERVICES DISTRICT

Signature

Date

Exhibit A – Scope of Work

May 22, 2019

Cortina Community Services District Pavement Condition Evaluation and Recommendations for Improvements

Proposed cost not-to-exceed \$17,500

1. Meetings (maximum of 4)

- Attend District Board meeting to seek District approval of this proposal,
- Meeting with District staff to review Preliminary findings and observations.
- Meeting with District staff to review Administrative Draft Report of Findings.
- Attend District Board meeting to present Final Report and answer any questions that Board members may have.

2. Review of existing information

- All improvement plans or as-builts originally submitted to Colusa County when the subdivisions were constructed.
- Existing information collected for the Site Assessment of Infrastructure prepared by Willdan Engineering for the District in May 2018.
- All utility information (water, sewer, stormdrain, electrical) available from the County of Colusa, the District or other utility providers.

3. Pavement Condition Surveys and Observations

- On-the-ground survey of all existing pavement conditions using the Metropolitan Transportation Commissions Street Saver program scoring matrix.

4. Prepare a Preliminary Pavement Condition Report

- Analyze all roadway pavement condition data using the Metropolitan Transportation Commission's Street Saver Analysis tools.
- Summarize the calculated Pavement Condition Ratings for all roadways.
- Prepare preliminary cost estimates for all needed pavement improvements.



- Prepare a preliminary schedule and yearly project recommendations beginning in 2019 and continuing through completion of needed pavement improvements.
- Incorporate any requested changes to the preliminary schedule and yearly project recommendations.

5. Finalize the Pavement Condition Report

- Finalize the Pavement Condition Report schedule and yearly project recommendations beginning in 2019 and submit to District Board for consideration/approval.

Note: Additional Services available during construction by separate agreement (not included in this Scope of Work)

- Preparation of Plans, Specifications and Estimates for future roadway improvements
- Bidding Assistance
- Construction Management Services
- Materials Testing Services
- Labor Compliance Services

