



County of Santa Cruz

REDEVELOPMENT AGENCY

701 OCEAN STREET, ROOM 510, SANTA CRUZ, CA 950604000

(631) 454-2280 FAX: (631) 454-3420 TDD: (631) 454-2123

TOM BURNS, AGENCY ADMINISTRATOR

September 5, 2000

Agenda: September 19, 2000

Board of Directors
County of Santa Cruz Redevelopment Agency
701 Ocean Street
Santa Cruz, CA 95060

TWIN LAKES BEACHFRONT PROJECT APPROVAL OF CONTRACT FOR DESIGN SERVICES

Dear Members of the Board:

On April 25, 2000, your Board took action approving a Request for Qualifications for the Twin Lakes Beachfront Project and authorizing the Redevelopment Agency to select an outside design consultant under the County of Santa Cruz procedures for Level III Design Services Contracts.

Background

The section of East Cliff Drive included in the project stretches from 12th Avenue, around Schwan Lake and to the Small Craft Harbor (Attachment 1). For many years, the community has noted that this area is lacking in the improvements needed to provide safe and permanent access to and through the Twin Lakes beachfront for pedestrians and bicyclists. Additionally, many areas used for beach parking have been and continue to be threatened by coastal erosion, as are existing roadside pathways now used by pedestrians to access the beach.

Thus the goal of the Twin Lakes Beachfront Project is to provide for improved public access through the construction of necessary public improvements while protecting and enhancing the beachfront character of the natural surroundings and the adjacent neighborhood. A consultant is being hired at this time to provide design, community facilitation, and technical expertise to the in-house staff responsible for the project.

Consultant Selection Process

In response to the Request for Qualifications, ten (10) qualification packages were received, ranked by a review panel, and a short list of five (5) consultant teams were sent Request for Proposals. Interviews with these five firms were then conducted by a

committee of staff and representatives from State Parks and the Port District. As a result of the committee's recommendations, staff has negotiated a contract and scope of services with Callander Associates of San Mateo, in the amount of \$176,728 to complete Conceptual and Preliminary Design Plans for the project. The firm is highly regarded and has extensive experience in the design and development of large-scale coastal protection and recreational facilities. Callander Associates has a long history of landscape architecture in the central coast and the bay area. Their team consists of Concept Marine, with over 30 years of experience in shoreline projects and civil engineering, and Haro, Kasunich Geotechnical Engineering, a local firm with extensive experience in coastal protection structures. While \$1 million in Redevelopment Agency funds has been allocated for design and construction of the Twin Lakes Beachfront project, additional grant funds will be needed for complete funding of the construction project.

Scope of Services

Callander Associates' scope of services (Attachment 2) includes; analyzing existing conditions and past documentation, identifying opportunities and constraints for the project, conducting a series of community workshops, developing conceptual plans and project cost estimates, and providing preliminary development plans for submittal to permitting agencies and departments.

With approval of this contract the consultant will begin work this October, with the first community meeting planned for November 2000. It is anticipated that a Concept Plan will then be brought to your Board for approval by late spring of 2001. After Conceptual Plan approval, Preliminary Development Plans will be prepared for submittal to the Planning Department and other agencies for fall of 2001. This schedule will enable staff time to seek additional grant funding for construction of improvements, anticipated for 2003.

The Redevelopment Agency staff has determined that the improvements associated with the development of the Twin Lakes Beachfront Project will be of benefit to the Project Area, that no other means of financing the improvements are reasonably available to the community, that the project will assist in the elimination of blight, and that the project is consistent with the Five Year Implementation Plan of the Redevelopment Agency.

It is therefore RECOMMENDED that your Board, as the Board of Directors for the Redevelopment Agency, take the following actions:

1. Approve the attached Contract and Scope with Callander Associates for design services for the Twin Lakes Beachfront Project in an amount not to exceed \$176,728 and authorize the Redevelopment Agency Administrator to sign the contract on behalf of the Agency (Attachment 2);
2. Concur with and adopt the above-noted associated findings.

Very truly yours,



Tom Burns
Redevelopment Agency Administrator

TB:gc

RECOMMENDED:

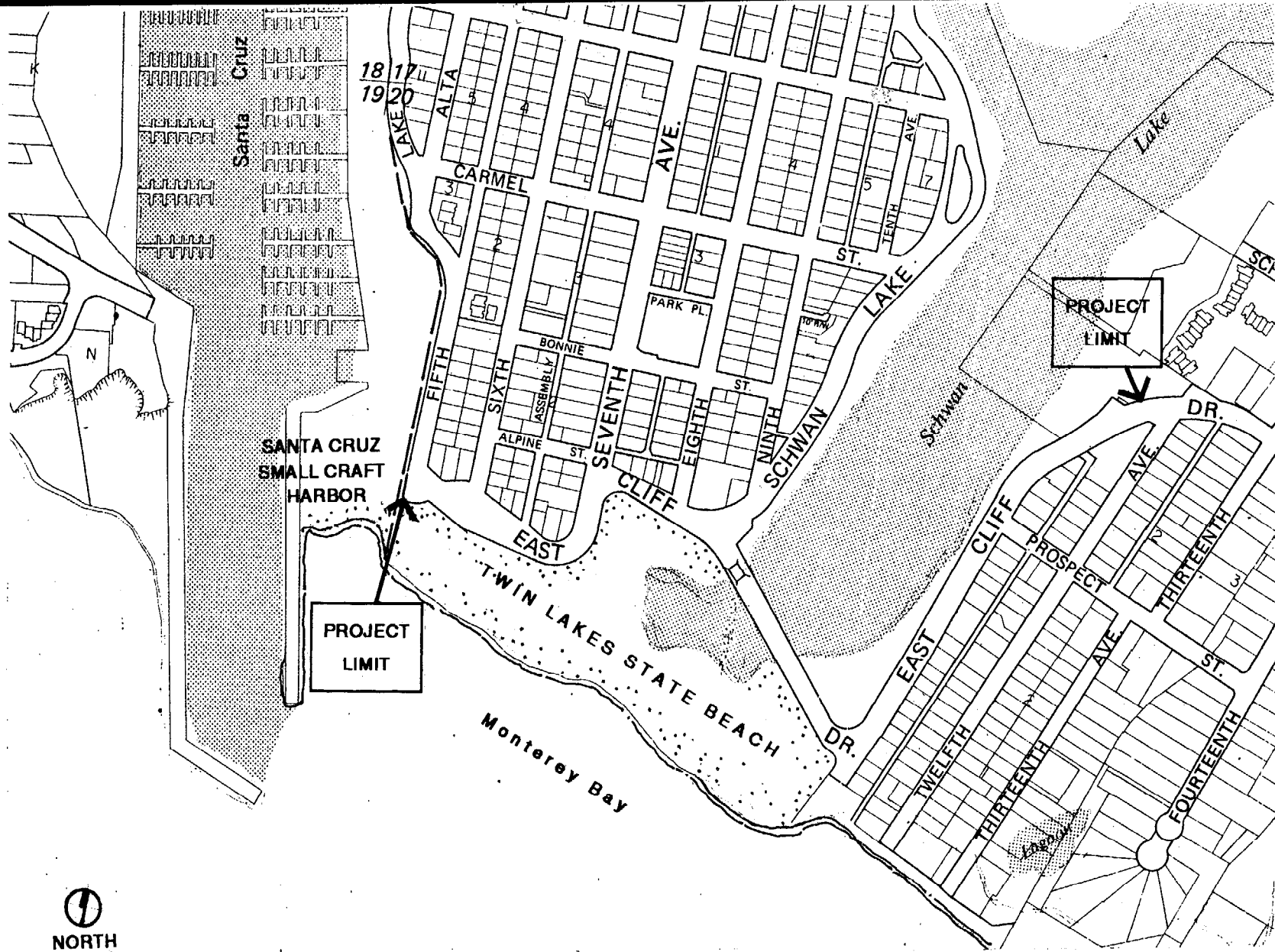


Susan A. Mauriello
Redevelopment Agency Director

Attachment: 1) Project Area Map
2) Independent Contractor Agreement
3) ADM 29

cc. RDA
DPW
Auditor-Controller
Callander Associates

S:\BOARDPND\BDLCALLcontract.wpd



0282

INDEPENDENT CONTRACTOR AGREEMENT

THIS CONTRACT is entered into this ____ day of _____, 20____, by and between the COUNTY OF SANTA CRUZ REDEVELOPMENT AGENCY, hereinafter called AGENCY, and Callander Associates, hereinafter called CONTRACTOR. The parties agree as follows:

1. DUTIES. CONTRACTOR agrees to exercise special skill to accomplish the following result: as described in Exhibit A. "Twin Lakes Beachfront Project Scone of Services."

2. COMPENSATION. In consideration for CONTRACTOR accomplishing said result, COUNTY agrees to pay CONTRACTOR as follows: as described in Exhibit A, "Twin Lakes Beachfront Project Scone of Services." for an amount not to exceed one hundred seventy-six thousand seven hundred twenty-eight dollars and no cents (\$176,728.00)

3. TERM. The term of this contract shall be: 2 0 0 2.

4. EARLY TERMINATION. This Agreement may be terminated by either party upon not less than 30 days written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault to the party initiating the termination.

5. INDEMNIFICATION FOR DAMAGES. TAXES AND CONTRIBUTIONS. CONTRACTOR shall exonerate, indemnify, defend, and hold harmless AGENCY and the COUNTY OF SANTA CRUZ (hereinafter called COUNTY) (which for the purpose of paragraphs 5 and 6 shall include, without limitation, their officers, agents, employees and volunteers) from and against:

A. Any and all claims, demands, losses, damages, defense costs, or liability of any kind or nature which COUNTY or AGENCY may sustain or incur or which may be imposed upon it for injury to or death of persons, or damage to property as a result of, arising out of, or in any manner connected with the CONTRACTOR'S performance under the terms of this Agreement, excepting any liability arising out of the sole negligence of AGENCY or COUNTY. Such indemnification includes any damage to the person(s), or property(ies) of CONTRACTOR and third persons.

B. Any and all Federal, State and Local taxes, charges, fees, or contributions required to be paid with respect to CONTRACTOR and CONTRACTOR'S officers, employees and agents engaged in the performance of this Agreement (including, without limitation, unemployment insurance, social security and payroll tax withholding).

6. INSURANCE. CONTRACTOR, at its sole cost and expense, for the full term of this Agreement (and any extensions thereof), shall obtain and maintain at minimum compliance with all of the following insurance coverage(s) and requirements. Such insurance coverage shall be primary coverage as respects AGENCY and COUNTY, and any insurance or self-insurance maintained by AGENCY or COUNTY shall be excess of CONTRACTOR'S insurance coverage and shall not contribute to it.


If CONTRACTOR utilizes one or more subcontractors in the performance of this Agreement, CONTRACTOR shall obtain and maintain Independent Contractor's Insurance as to each subcontractor or otherwise provide evidence of insurance coverage for each subcontractor equivalent to that required of CONTRACTOR in this Agreement, unless CONTRACTOR and AGENCY both initial here ____ / ____.

A. Types of Insurance and Minimum Limits

(1) Worker's Compensation in the minimum statutorily required coverage amounts. This insurance coverage shall not be required if the CONTRACTOR has no employees and certifies to this fact by initialing here ____.

(2) Automobile Liability Insurance for each of CONTRACTOR'S vehicles used in the performance of this Agreement, including owned, non-owned (e.g., owned by CONTRACTOR'S employees), leased or hired vehicles, in the minimum amount of \$500,000 combined single limit per occurrence for bodily injury and property damage. This insurance coverage shall not be required if vehicle use by CONTRACTOR is not a material part of performance of this Agreement and CONTRACTOR and AGENCY both certify to this fact by initialing here ____ / ____.

(3) Comprehensive or Commercial General Liability Insurance coverage in the minimum amount of \$1,000,000 combined single limit, including coverage for: (a) bodily injury, (b) personal injury, (c) broad form property damage, (d) contractual liability, and (e) cross-liability.

(4) Professional Liability Insurance in the minimum amount of \$1,000,000 combined single limit, if, and only if, this Subparagraph is initialed by CONTRACTOR and AGENCY  / ____.

B. Other Insurance Provisions

(1) If any insurance coverage required in this Agreement is provided on a "Claims Made" rather than "Occurrence" form, CONTRACTOR agrees to maintain the required coverage for a period of three (3) years after the expiration of this Agreement (hereinafter "post agreement coverage") and any extensions thereof. CONTRACTOR may maintain the required post agreement coverage by renewal or purchase of prior acts or tail coverage. This provision is contingent upon post agreement coverage being both available and reasonably affordable in relation to the coverage provided during the term of this Agreement. For purposes of interpreting this requirement, a cost not exceeding 100% of the last annual

policy premium during the term of this Agreement in order to purchase prior acts or tail coverage for post agreement coverage shall be deemed to be reasonable.

(2) All required Automobile and Comprehensive or Commercial General Liability Insurance shall be endorsed to contain the following clause:

"The County of Santa Cruz, and The County of Santa Cruz Redevelopment Agency, their officials, employees, agents and volunteers are added as additional insureds as respects the operations and activities of, or on behalf of, the named insureds performed under Agreement with the County of Santa Cruz and The County of Santa Cruz Redevelopment Agency. "

(3) All required insurance policies shall be endorsed to contain the following clause:

"This insurance shall not be canceled until after thirty (30) days prior written notice has been given to:

County of Santa Cruz Redevelopment Agency
Agency Administrator
701 Ocean Street, Room 510
Santa Cruz, CA 95060. "

(4) CONTRACTOR agrees to provide its insurance broker(s) with a full copy of these insurance provisions and provide AGENCY on or before the effective date of this Agreement with Certificates of Insurance for all required coverages. All Certificates of Insurance shall be delivered or sent to:

County of Santa Cruz Redevelopment Agency
Agency Administrator
701 Ocean Street, Room 510
Santa Cruz, CA 95060.

7. EQUAL EMPLOYMENT OPPORTUNITY. During and in relation to the performance of this Agreement, CONTRACTOR agrees as follows:

A. The CONTRACTOR shall not discriminate against any employee or applicant for employment because of race, color, religion, national origin, ancestry, physical or mental disability, medical condition (cancer related), marital status, sex, sexual orientation, pregnancy, gender, age (over 18), veteran status, or any other non-merit factor unrelated to job duties. Such action shall include, but not be limited to, the following: recruitment; advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training (including apprenticeship), employment, upgrading, demotion, or transfer. The CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notice setting forth the provisions of this non-discrimination clause.

B. If this Agreement provides compensation in excess of \$50,000 to CONTRACTOR and if CONTRACTOR employs fifteen (15) or more employees, the following requirements shall apply:

(1) The CONTRACTOR shall, in all solicitations or advertisements for employees placed by or on behalf of the CONTRACTOR, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, ancestry, physical or mental disability, medical condition (cancer related), marital status, sex, sexual orientation, pregnancy, gender, age (over 18), veteran status, or any other non-merit factor unrelated to job duties. In addition, the CONTRACTOR shall make a good faith effort to consider Minority/ Women/Disabled Owned Business Enterprises in CONTRACTOR's solicitation of goods and services. Definitions for Minority/Women/Disabled Business Enterprises are available from the COUNTY General Services Purchasing Division.

(2) The CONTRACTOR shall furnish COUNTY Affirmative Action Office information and reports in the prescribed reporting format (PER 4012) identifying the sex, race, physical or mental disability, and job classification of its employees and the names, dates and methods of advertisement and direct solicitation efforts made to subcontract with Minority/Women/Disabled Business Enterprises.

(3) In the event of the CONTRACTOR's non-compliance with the non-discrimination clauses of this Agreement or with any of the said rules, regulations, or orders said CONTRACTOR may be declared ineligible for further agreements with the COUNTY.

(4) The CONTRACTOR shall cause the foregoing provisions of this Subparagraph 7B. to be inserted in all subcontracts for any work covered under this Agreement by a subcontractor compensated more than \$50,000 and employing more than fifteen (15) employees, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

8. INDEPENDENT CONTRACTOR STATUS. CONTRACTOR and AGENCY have reviewed and considered the principal test and secondary factors below and agree that CONTRACTOR is an independent contractor and not an employee of AGENCY. CONTRACTOR is responsible for all insurance (workers compensation, unemployment, etc.) and all payroll related taxes. CONTRACTOR is not entitled to any employee benefits. AGENCY agrees that CONTRACTOR shall have the right to control the manner and means of accomplishing the result contracted for herein.

PRINCIPAL TEST: The CONTRACTOR rather than AGENCY has the right to control the manner and means of accomplishing the result contracted for.

SECONDARY FACTORS: (a) The extent of control which, by agreement, AGENCY may exercise over the details of the work is slight rather than substantial; (b) CONTRACTOR is engaged in a distinct occupation or business; (c) In the locality, the work to be done by CONTRACTOR is usually done by a specialist without supervision, rather than

under the direction of an employer; (d) The skill required in the particular occupation is substantial rather than slight; (e) The CONTRACTOR rather than the AGENCY supplies the instrumentalities, tools and work place; (f) The length of time for which CONTRACTOR is engaged is of limited duration rather than indefinite; (g) The method of payment of CONTRACTOR is by the job rather than by the time; (h) The work is part of a special or permissive activity, program, or project, rather than part of the regular business of AGENCY; (i) CONTRACTOR and AGENCY believe they are creating an independent contractor relationship rather than an employer-employee relationship; and (j) The AGENCY conducts public business.

It is recognized that it is not necessary that all secondary factors support creation of an independent contractor relationship, but rather that overall there are significant secondary factors which indicate that CONTRACTOR is an independent contractor.

By their signatures to this Agreement, each of the undersigned certifies that it is his or her considered judgment that the CONTRACTOR engaged under this Agreement is in fact an independent contractor.

9. NONASSIGNMENT. CONTRACTOR shall not assign this Agreement without the prior written consent of the AGENCY.

10. RETENTION AND AUDIT OF RECORDS. CONTRACTOR shall retain records pertinent to this Agreement for a period of not less than five (5) years after final payment under this Agreement or until a final audit report is accepted by AGENCY, whichever occurs first. CONTRACTOR hereby agrees to be subject to the examination and audit by the Santa Cruz County Auditor-Controller, the Auditor General of the State of California, or the designee of either for a period of five (5) years after final payment under this Agreement.

11. PRESENTATION OF CLAIMS. Presentation and processing of any or all claims arising out of or related to this Agreement shall be made in accordance with the provisions contained in Chapter 1.05 of the Santa Cruz County Code, which by this reference is incorporated herein.

12. ATTACHMENTS. This Agreement includes the following attachments (identify by name or write "NONE"):

Exhibit A. "Twin Lakes Beachfront Project Scope of Services."

IN WITNESS WHEREOF, the parties hereto have set their hands the day and year first above written.

COUNTY OF SANTACRUZ

By: _____
Redevelopment Agency Administrator

Date _____

CONTRACTOR: Callander Associates

By: _____

Date _____

Address: 3 11 Seventh Avenue
San Mateo, CA 94401
Telephone: (650) 375-1313

APPROVED FOR INSURANCE:

By: Robert McKinley 9-7-2000
Risk Management

APPROVED AS TO FORM:

By: Joe M. Scott
County Counsel

DISTRIBUTION: County Administrative Office
Auditor-Controller
County Counsel
Redevelopment
Risk Management
Contractor

IN WITNESS WHEREOF, the parties hereto have set their hands the day and year first above written.

COUNTY OF SANTA CRUZ

By: _____
Redevelopment Agency Administrator

Date: _____

CONTRACTOR: Callander Associates Landscape Architecture, Inc.

By: Peter E. Callander
Peter E. Callander

Date: 9/6/00

Address: 311 Seventh Avenue
San Mateo, CA 94401

T&phone: (650) 375-1313
Fed. I.D. # 94-334 9947

TO: Gary Carlson
FROM: Peter C.
contract is fine!

9/6

APPROVED FOR INSURANCE:

By: _____
Risk Management

for (831) 454-3420

APPROVED AS TO FORM:

By: _____
County counsel

DISTRIBUTION: County Administrative Office
Auditor-Controller
county Counsel
Redevelopment
Risk Management
Contractor

EXHIBIT A
“Twin Lakes Beachfront Project Scope of Services”

Twin Lakes Beachfront Project Scope of Services

Introduction

The beach and coastal areas of Live Oak, located between the cities of Santa Cruz and Capitola in Santa Cruz County, are unquestionably among the primary visual and recreational resources within the community and the County as a whole. East Cliff Drive, the scenic coastal route between Schwan Lake and the Small Craft Harbor, is lacking in the improvements needed to provide safe and permanent access to the beach area for pedestrians and bicyclists. Additionally, many areas used for beach parking have been and continue to be threatened by coastal erosion, as are existing pathways now used by pedestrians to access the beach.

Project Team

The complexity of the project requires the selection of a design team equally qualified to handle community consensus building, civil engineering, coastal engineering, geotechnical engineering, landscape architecture and site sensitive design. The team of Callander Associates, Concept Marine Associates and Haro, Kasunich & Associates, has collaborated on many similarly complex shoreline projects. Our mutual admiration for the art and expertise of both landscape architecture and engineering, as well as our ability to creatively respond to regulatory agency requirements, have been invaluable in putting these shoreline projects into public service.

- **Callander Associates – Prime Consultant**
 - landscape architecture
 - community consensus building
 - regulatory permitting
- **Concept Marine Associates**
 - civil engineering
 - coastal engineering
 - regulatory permitting
- **Haro, Kasunich & Associates**
 - geotechnical engineering

Throughout the entire project, Peter Callander, as the project manager, will be involved in all aspects of the projects, including day to day coordination with County staff, County staff meetings, public outreach and meetings, and design oversight. He will also be coordinating and reviewing the shoreline alternatives and guiding the selection of various solutions for the various sections of the shoreline. Substitution of the project manager without the consent of the Redevelopment Agency will be cause for early termination of the contract, under Section 4, by the Redevelopment Agency.

Project Goals

The goal of the Twin Lakes Beachfront Project is to provide for improved public access through the construction of necessary public improvements, while protecting and enhancing the beachfront character of the natural surroundings and the adjacent neighborhood. A predominant theme voiced by residents emphasizes maintenance of the informal beach environment that now distinguishes the area. Thus, one of the many design challenges of this project will be to preserve the natural coastal setting and character of the area, while providing the improvements that are needed for enhanced beach access, safety, and aesthetics.

As important as the design is, the process by which the design is reached is equally important. The preferred alternative, and the process itself, must be supported by the general public, user groups, County staff, and regulatory agencies. This support requires an ongoing dialogue with the public in the form of community meetings, workshops, and newsletters. Community consensus building, communication, and trust will be key factors in the success of the Twin Lakes Beachfront Project.

Project Status

The Redevelopment Agency and other County departments, as well as geotechnical engineers and geologists, have worked for several years in evaluating the shoreline conditions along East Cliff Drive. This includes the six "wall systems" evaluated in the 1995 report from Haro, Kasunich & Associates. Using this information as a valuable baseline, Callander Associates, in conjunction with Concept Marine Associates and Haro, Kasunich & Associates, is prepared to:

- review and evaluate existing studies,
- consider other coastal protection alternatives,
- prepare and evaluate design alternatives,
- involve the community in understanding, refining, and supporting a preferred alternative, and
- preparing documents necessary for an interagency permitting process for the project.

Conceptual Design

As discussed, the process through which we achieve the final plan is just as important as the plan itself. We have outlined a collaborative approach in which the design team and Agency staff review and evaluate issues and designs, and monitor progress through meetings at every step of the way. In addition, an aggressive public workshop and newsletter program is designed to involve and inform the public of the issues and gain community consensus for the preferred design. Key scope items include:

- Review scope, schedule, and cost with Agency staff
- Review and evaluate existing information and reports
- Conduct site reconnaissance with project team, Agency staff, and stakeholders
- Identify and begin discussions with regulatory agencies
- Conduct three public workshops, at various stages in design, to review alternatives and achieve community consensus
- Follow up each workshop with a newsletter to inform public of the status of the project and the dates of future workshops
- Prepare viable conceptual alternative designs and layouts of coastal protection measures and of the entire project for review and evaluation
- Based upon information and comments received, proceed to develop a preferred design plan

Preliminary Design

The project will not only be subject to the rigorous permitting process of the County, but will also require a variety of permits or approvals from regulatory agencies such as U.S. Army Corps of Engineers, State Fish and Game, and Coastal Commission, among others. Callander Associates and Concept Marine Associates will evaluate the permit requirements, prepare the required documents, and assist the County with permit applications.

- Refine the overall design and prepare documents to aid in permit applications. Documents to include:
 - statement of concept, design goals, and constraints
 - site plan of improvements
 - plans and preliminary engineering studies for coastal protection measures
 - horizontal and vertical layout for roadways, walkways, and utilities
 - preliminary grading and drainage plan and erosion control plan
 - 3-D drawings of project improvements
 - preliminary planting plan
 - cost estimates
 - structural calculations
- Facilitate and present project at meetings with Agency staff and key regulatory agency staffs
- Assist County in permit applications
- Revise drawings as necessary based upon Agency and regulatory agency comments
- Assist County in grant applications

Work Plan

Callander Associates

landscape architecture

In an effort to guide and control the schedule and scope of the Twin Lakes Beachfront Project, Callander Associates has developed the following scope of services or work program in accordance with the RFP dated June 28, 2000. Modifications and refinements can be accommodated at the project start and adjusted periodically throughout the process as may be beneficial to the project. Items shown in **boldface italics** represent the deliverables or work documents to be provided at that task.

1.0 CONCEPTUAL DESIGN PLAN

- 1.01 Review scope, schedule and cost for the project with the Redevelopment Agency. This meeting will encompass review of project goals, design program, community participation process, project opportunities and constraints, and needs for additional reports or information. During this phase of work the consultant may need to meet frequently with staff to discuss detailed design of specific use areas and/or elements. Identify available and required County documents. Review County's design program for the shoreline. Prepare **meeting summary** and written **design program**.
- 1.02 Obtain and review other information that may be pertinent from Planning Department and permitting agencies. Clarify permits and applicable agencies with County staff. County to provide title reports if warranted. Prepare **permit coordination summary**.
- 1.03 Refine and revise the **detailed schedule** for the project. Discuss key milestones with Redevelopment Agency and contingency plans for keeping project on schedule.
- 1.04 Review existing topographic and boundary survey performed by others. Evaluate adequacy and/or need for additional information. Prepare **base map** in Autocad 14 for County files and consultant use. County to provide existing topo in metric format; all consultant documents to be provided in metric with English equivalents in parentheses.
- 1.05 Conduct site reconnaissance. Photograph site for in-house study and reference as well as for future presentations. Prepare **existing site photos** binder.

- 1.05A Conduct site walk-through with other stakeholders (to be determined by County); note issues and concerns in **written summary**; review draft with County and distribute same.
- 1.06 Obtain utility drawings from County. Send out project drawing to utility companies to assist in determining existing utilities at edges of site. Prepare **utility summary** memo. County Department of Public Works to provide any undergrounding design plans if available.
- 1.07 Review all geological, geotechnical and other engineering documents made available by the County.
- 1.08 Assist County in reviewing scopes of service for other geotechnical and geological services; review scope with geotechnical and Redevelopment Agency staff in a work session.
- 1.09 Prepare an **opportunities and constraints diagram** using base map and other data accumulated to date.
- 1.09A Review diagram with stakeholders (from task 1.05A) prior to public workshop and as part of pre-meeting for task 1.10.
- 1.10 Review strategy with County staff for public workshop #1; goal is to introduce public to project. Listen and document their concerns and desires; review the project schedule and process; facilitate consensus. Provide **workshop announcement, agenda, summary and related information**.
- 1.10A Prepare one page **newsletter #1** for distribution by County staff; review draft and final with County staff prior to distribution; actual timing of newsletter to be determined.
- 1.11 Prepare viable conceptual alternative **designs and layouts** of entire project and including the various coastal protection measures/structures. Review site needs as different structure alternatives and overall site designs may be better located at one portion of the site than others.
- 1.12 Proceed to develop three **conceptual design alternatives** in plan view and cross section. Prepare **image board** of similar projects or examples to assist in illustrating the character of improvements. Prepare rough order of magnitude **construction cost estimates**.

- 1.13 Review above in a work session with Redevelopment Agency staff and stakeholders. Discuss public workshop designs, strategy, and potential impacts on regulatory permit processing. Adjust or refine alternatives where prudent. Provide **meeting summary**.
- 1.14 Present the above information at public workshop #2; Document comments from group and provide **meeting summary**.
- 1.15 Proceed to develop a **preferred design plan**, based on information and comments received to date. Prepare **cross sections** and **image board** to illustrate same. Prepare **estimate** of probable construction cost.
- 1.16 Review graphics and other documents from above with Redevelopment Agency staff. Refine or revise as warranted. Provide **meeting summary**.
- 1.17 Prepare one **perspective rendering and four character sketches** in color to illustrate the general design character of the preferred design. These documents to be prepared by a professional perspectivist (Peter Hasselman).
- 1.18 Meet with Redevelopment Agency staff in a work session prior to workshop to review schedule, strategy, issues, etc. Present the above information at public workshop #3. Document comments from group and provide **meeting summary**.
- 1.18A Prepare one page **newsletter #2** for distribution by County staff; review draft and final with County staff prior to distribution; actual timing of newsletter to be determined.
- 1.19 Refine or revise as warranted after a review with Redevelopment Agency staff if necessary. Provide a **summary** of regulatory permit status to date. Redevelopment Agency to facilitate meeting with County Planning staff to review schedule and submittal requirements. Callander Associates to provide written **summary** of planning items.
- 1.19A Provide **reduced drawings** to County staff for use in grant application; provide three to four pages of **text** (i.e., project description, design concept, community process, etc.).
- 1.20 Present above to County Board of Supervisors. Provide **copy** of 35mm slide presentation or other materials presented to Board. County to be provided with one set of **reproducibles** of all final reports and drawings as well as an **electronic file**.

2.0 PRELIMINARY DESIGN PLANS

- 2.01 Proceed to develop additional technical information if required as part of the first phase services; discuss same in start-up work session with County staff.
- 2.02 Allow for up to 48 hours of time to facilitate meetings with key regulatory permitting staffs and Redevelopment Agency representatives. Present project and document in **meeting summary**.
- 2.03 Refine the overall site design and enlarged key areas as selected with County staff. Prepare **design details** critical to overall design and permit development.
- 2.04 Prepare other **documents** to include the following list. Actual numbers of copies required to be determined by Redevelopment Agency staff and processed through County vendor:
 - a. cover sheet with vicinity map and statement of concept, design goals, and constraints.
 - b. preliminary reference and site plan of improvements
 - c. plans and preliminary engineering studies for coastal protection measures showing layout, dimensions, and cross sections
 - d. provide horizontal and vertical layout for roadway, walkways, and utilities
 - e. preliminary grading and drainage plan including cut and fill calculations and drainage profiles
 - f. preliminary erosion control plan per County standards
 - g. 3-D drawings of the project improvements (using prior perspectives)
 - h. preliminary planting plan showing all proposed trees, shrubs, turf, and groundcovers
 - i. color board showing materials and colors for structures
 - j. revised preliminary cost estimate
 - k. additional technical reports beyond what has been prepared to date (this may need to be determined during conceptual design phase)
 - l. calculations of basic wall or shoreline structures
- 2.05 Assist the Redevelopment Agency in completing **permit applications** for regulatory agencies including County planning; review submittal documents as directed by Agency. Develop **time schedule** and monitor same.
- 2.06 Allow for up to two additional work sessions with Redevelopment Agency (and revise drawings as warranted), Department of Public Works, and Planning staffs where directed by the Redevelopment agency. County Redevelopment Agency staff to be contact person for all County planning permit processing.

- 2.07 Prepare for and present project before regulatory agencies as directed by the Redevelopment Agency.
- 2.08 Allow for up to 41 hours to assist with grant applications and finalized permit processing.

-END-

Work Plan

Concept Marine Associates, Inc.
coastal and civil engineering

Concept Marine's scope is meant to complement the scope of work presented in Callander Associates' work plan.

1.0 CONCEPTUAL DESIGN PLAN

- 1.01 Concept Marine will review scope, schedule and fees for the proposed project, coordinate with Callander Associates, and prepare for the initial County staff meeting.
- 1.02 No work effort by Concept Marine.
- 1.03 Concept Marine will review, amend and discuss schedule prepared by Callander Associates.
- 1.04 Concept Marine will collect and review existing topographic, hydrographic, boundary, and right-of-way maps and plans. We will review the adequacy of this data as it relates to date, information collected, datum used, accuracy of horizontal and vertical control, and property survey data. If the information is lacking, or gaps exist, or accuracy is not sufficient for project use, we will recommend requirements for additional data to the County.

Based on available data, Concept Marine will prepare a project base map in AutoCAD 14 for the entire project area, to be used for project plans.

- 1.05 Concept Marine will visit the site, walk the site, and take digital photographs and notes.
- 1.06 Concept Marine will obtain utility data based on existing maps and data. This will include:
 - Storm drain
 - Sewer
 - Water
 - Electricity
 - Gas
 - Cable television
 - Telephone

- Known easements

We will contact the utility services noted above and record all data received on the base map in AutoCAD 14 (Task 1.04).

- 1.07 Concept Marine will review existing geotechnical data as it relates to civil and structural requirements. We will coordinate with the project's geotechnical engineer, John Kasunich.
- 1.08 Concept Marine will coordinate and prepare input to Callander Associates relating to additional data required.
- 1.09 No work effort by Concept Marine.
- 1.10 Concept Marine will attend Workshop No. 1 and provide input at the meeting as required.
- 1.11 Working closely with Callander Associates, Concept Marine will prepare conceptual designs, layouts and cross sections for a conceptual level of coastal protection methods and structures that may be used in the project. Prepare a matrix, based on project areas, protection systems and assets and liabilities of each method in each area. Concept Marine will review oceanographic data and augment as required to provide protection structure sections.
- 1.12 Concept Marine will review and comment on data prepared by Callander Associates. We will supply photographs from our library of existing structures that represent those being suggested. We will work closely with Callander Associates in preparing conceptual/budget estimates of construction costs.
- 1.13 No work effort by Concept Marine.
- 1.14 Concept Marine will attend Public Workshop No. 2 and provide input as required.
- 1.15 Concept Marine will provide input as required in refining the preferred design plan and the updated estimate for that plan.
- 1.16 No work effort by Concept Marine.
- 1.17 No work effort by Concept Marine.

- 1.18 Concept Marine will attend Public Workshop No. 3 and provide input as required.
- 1.19 Concept Marine will review and comment on regulatory permit status and written summary prepared by Callander Associates.
- 1.21 Concept Marine will attend Board of Supervisors presentation.

2.0 PRELIMINARY DESIGN PLANS

- 2.01 No work effort by Concept Marine.
- 2.02 No work effort by Concept Marine.
- 2.03 Concept Marine will coordinate with Callander Associates in preparing design details critical to overall design.
- 2.04 Concept Marine will prepare the following plans for inclusion with Callander's plan set:
 - a. Plans and existing preliminary engineering studies for coastal protection showing layout, dimensions and cross-sections.
 - b. Provide horizontal and vertical layout for roadways, walkways and utilities.
 - c. Provide preliminary grading and drainage plans in close coordination with Callander Associates. The plans will show utility profiles. Quantities for cut/fill, and off-haul or import will be calculated.
 - d. Provide preliminary erosion control plan to Santa Cruz County standards.
 - e. Provide input for cost estimate for engineering items.
- 2.05 Concept Marine will review and comment on applications for permits prepared by Callander Associates
- 2.06 Concept Marine will attend meetings as requested by Callander Associates (four total, based on two at County and two at Callander Associates); revise drawings as required.
- 2.07 No work effort by Concept Marine.
- 2.08 No work effort by Concept Marine.

-END-

Work Plan

Haro, Kasunich and Associates, Inc.
geotechnical engineering

The following scope complements the scope of work presented in Callander Associates' work plan.

1.0 CONCEPTUAL DESIGN PLAN

1.01 No work effort by Haro, Kasunich and Associates
to 1.06

1.07 Review previously prepared geotechnical and geological engineering documents as well as base data provided by County and generated by Callander Associates and Concept Marine Associates.

1.08 Assist Redevelopment Agency staff in identifying any missing information, and in anticipating need for further services; provide written *summary* of anticipated services, along with scope and budget parameters.

1.09 No work effort by Haro, Kasunich and Associates.
to 1.09A

1.10 Participate with consultant team (Callander Associates and Concept Marine Associates) in pre-workshop strategy session with Redevelopment Agency staff; participate with same group in presenting project site, etc. at public workshop #1.

1.11 Review the drafts of two to three conceptual design alternatives prepared by Callander Associates and Concept Marine Associates in a work session with Callander Associates and Concept Marine Associates in San Mateo.

A. Review the same with Redevelopment Agency staff in a work session at County offices.

1.12 No work effort by Haro, Kasunich and Associates.
to 1.13

1.14 Participate in a pre-workshop strategy session with Redevelopment Agency staff and then in public workshop #2 to present the alternatives.

- 1.15 Assist Callander Associates and Concept Marine Associates in developing a preferred design plan by participating in a work session with Callander Associates and Concept Marine Associates staff in San Mateo.
- 1.16 No work effort by Haro, Kasunich and Associates.
to 1.17
- 1.18 Participate in a strategy work session with County staff and in public workshop #3 (to be held on the same day).
- 1.19 No work effort by Haro, Kasunich and Associates.
to 1.19A
- 1.20 Participate at the presentation to the Board and in a pre-board work session with Redevelopment Agency staff.

2.0 PRELIMINARY DESIGN PLANS

- 2.01 Review any needs for additional studies, testing, or other geological or geotechnical tasks; submit **written summary**.
- 2.02 No work effort by Haro, Kasunich and Associates.
to 2.03
- 2.04 Review preliminary plan documents prepared by Calendar Associates and Concept Marine Associates for conformance to existing geotechnical and geological reports prepared to date; submit **written summary** of comments.
- 2.05 No work effort by Haro, Kasunich and Associates.
- 2.06 Participate in one meeting with Redevelopment Agency staff, Callander Associates, and Concept Marine Associates to review work to date.
- 2.07 No work effort by Haro, Kasunich and Associates.
to **2.08**

-END-

Project Team Organization

Firm Staffing and Responsibilities

Callander Associates and Concept Marine Associates are fully staffed and ready to start on or about September 1, 2000. The complexity and size of Twin Lakes is consistent with other Callander Associates shoreline projects. While our total staff of fifteen will not be assigned to the project, it is important to understand the depth and caliber of experienced staff that will be with the project through to completion:



Callander Associates - landscape architecture

<i>Peter Callander *</i>	senior principal and project manager 35 years of experience
<i>Brian Fletcher *</i>	associate and project designer 6 years of experience
<i>Mark Slichter</i>	senior associate and permit specialist 20 years of experience



Concept Marine Associates – coastal and civil engineering

<i>Ken Johnson *</i>	principal 34 years of experience
<i>Izic Sitton</i>	project engineer, civil 4 years of experience
<i>Greg Reid</i>	project engineer, oceanographic 5 years of experience
<i>Gil Conn</i>	permit specialist 30 years of experience

** responsible for interface and coordination with County*

The in-house staffing reflects an outstanding depth of experience value for the County. This is also complemented by Concept Marine Associates years of experience collaborating with our staff. The technical experience for shoreline projects is outstanding with both staffs of Callander Associates and Concept Marine Associates.

Ken Johnson of Concept Marine Associates and Peter Callander of Callander Associates have collaborated on over sixteen different shoreline stabilization or coastal projects since 1986, working as subconsultants to each other or independently for a client on the same project. Our mutual admiration for the art and expertise of both landscape architecture and engineering, as well as our ability to, creatively respond to regulatory agency requirements have been invaluable resources in putting shoreline projects into public service.

More recently, Brian Fletcher of Callander Associates has been collaborating with both Ken and Peter on larger shoreline projects that included the \$8.5 million master plan for the Stockton Marina redevelopment, the 14-acre Anderson Reservoir public access project, and the \$3.5 million Los Vaqueros Reservoir public access park.

Compensation Summary

Callander Associates and Subconsultants

Overall

Based on the "Work Plans" dated August 21st prepared by Callander Associates, Concept Marine Associates and Haro, Kasunich and Associates, we have prepared the following summary of compensation. Callander Associates Landscape Architecture, Inc. will be the prime consultant on the project with the following subconsultants. It's our understanding that written authorization is required from the County to proceed with phase 2 services.

- I Concept Marine Associates, Inc. *coastal and civil engineering*
- ☐ Haro, Kasunich and Associates, Inc. *geotechnical engineering*
- ☐ Peter Hasselman *perspectivist*

Fees

	Callander	Concept	Kasunich ⁽²⁾	Hasselman	Total
1.0 Conceptual Design Plan	\$58,364	\$28,010	\$6,360	\$8,200"	\$100,934
2.0 Preliminary Design Plans	\$36,834	\$23,900	\$2,060	\$400	\$63,194
Reimbursable Expenses	\$8,800	\$3,500	\$300	\$0	\$12,600
Subtotal of fees	\$103,998	\$55,410	\$8,720	\$8,600	\$176,728

⁽¹⁾ The price per perspective is \$2,200 and each character sketch is \$1,500.

⁽²⁾ See attached Hours and Compensation Summary dated August 24, 2000.

Reimbursable Expenses

All reimbursable expenses, including the communication and insurance surcharge noted on the attached Standard Schedule of Compensation dated January 2000 would be invoiced as a separate line item. Since the number of copies, distribution, etc. cannot be accurately defined at this time, we recommend you set aside the above amounts as interim allowances to cover these costs for Callander Associates and all subconsultants. These costs will be itemized on our invoice and compared monthly with the total allowance to assist you in monitoring these costs.

TOTAL COMPENSATION..... \$176,728

September 1, 2000
 Callander Associates
 Concept Marine Associates
 Haro, Kasunich and Associates
 Page 17



Callander Associates

0307

STANDARD SCHEDULE OF COMPENSATION January 2000

GENERAL

The following list of fees and reimbursable expense items shall be used in providing service in the agreement. These amounts shall be annually adjusted, upon issuance of an updated Standard Schedule of Compensation:

HOURLY RATES

Senior Principal	\$145/hour	Landscape Architect 3	\$68/hour
Principal	\$120/hour	Assistant 1	\$56/hour
Senior Associate	\$106/hour	Assistant 2	\$52/hour
Associate	\$92/hour	Assistant 3	\$50/hour
Landscape Architect 1	\$86/hour	Technician	\$38/hour
Landscape Architect 2	\$72/hour	Word Processor	\$58/hour

REIMBURSABLE EXPENSES

All costs for photography, printing and plotting, special delivery, insurance certificate charges, charges for waivers of subrogation, local business licenses, sales taxes, assessments, fees, mileage, all CADD and visual simulation ancillary costs, such as data transfers, tapes and outside services, and all other costs directly related to the project will be billed as a reimbursable expense at our cost plus a fifteen percent (15%) administration charge.

INSURANCE AND COMMUNICATIONS SURCHARGES

Professional liability insurance is provided on all projects. The costs of said insurance and all costs associated with cell phones, electronic mail, faxes, long distance phone charges and related telecommunications shall be charged as a combined surcharge of 2.5% on the total fees.

PAYMENTS

Payments are due, within ten days after monthly billing with amounts more than thirty days past due subject to a 1 1/2% per month interest charge. Retainer amounts, if indicated, are due upon signing the agreement and shall be applied to the final invoice for the project.

FeeSchedule1-00.doc

311 Seventh Avenue
San Mateo, CA 94401-4259
T 650.375.1313
F 650.344.3290
www.callanderassociates.com

2941 Sunrise Blvd., Suite 130
Rancho Cordova, CA 95742
T 916.631.1312
F 916.635.9153
www.callanderassociates.com

Landscape Architecture
Urban Design
Land Planning
Park and Recreation Planning
Environmental Planning

Peter Callander, ASLA, Principal
C. Gary Hyden, ASLA, AICP, Principal
Mark Slichter, ASLA, Senior Associate
Brian G. Fletcher, ASLA, Associate
CA Lic. # 1308

Concept Marine Associates, Inc.

FEE SCHEDULE
(Effective 1/1/2000)

Professional and Technical Personnel Classifications

Principal Project Manager	\$150.00
Principal Engineer	\$150.00
Project Manager	\$100.00
Area Construction Manager	\$100.00
Construction Manager/Resident Engineer	\$90.00
Senior Engineer	\$90.00
Project Engineer	\$85.00
Cost Estimator	\$85.00
Planner / Permit Specialist	\$85.00
Drafter / CADD Operator	\$80.00
Senior Inspector	\$75.00
Asst. Construction Manager (Cost/Schedule)	\$65.00
Inspector	\$60.00 - \$72.00
Clerical	\$45.00

Other Services

Consultants, Special Equipment, Reproduction, Materials and Other Outside Charges:	COST + 10%
Vehicle Transportation:	\$0.32 per mile

EXCEPTIONS AND GENERAL INFORMATION

1. The Scope of Work does not include payment of fees to Regulatory Agencies for applications, permits, reports or prints.
2. Changes in the Scope of Work will be deemed "Extra Services" and will be billed at the hourly rates presented in the above Fee Schedule, or at a negotiated price agreed upon prior to performance of the services. The Consultant is required to obtain written approval prior to commencing services outside the original scope.
3. The Scope of Work does not include any reproductions or copies. All prints and reimbursable expenses, such as delivery charges and subconsultants, will be invoiced at cost plus 10% for handling.
4. This proposal is valid for thirty (30) days from the date of submittal.

HARO, KASUNICH AND ASSOCIATES, INC.

CONSULTING GEOTECHNICAL & COASTAL ENGINEERS

**FEE SCHEDULE
1 JANUARY 2000**

The following schedule presents the rates for professional services and laboratory tests. If desired, services other than construction observation and testing can be contracted on a negotiated fixed fee basis. Hours for professional and technical services are charged portal-to-portal from our office. Services during construction such as testing and observation of grading require both professional and technical services. Depending on the scope and duration of the construction project, budgets can be estimated. Minimum fee for any project is \$480.00.

PROFESSIONAL SERVICES

Principal Engineer	\$120.00 per hour
Senior Engineer	\$110.00 per hour
Engineering Geologist	\$110.00 per hour
Staff Engineer	\$ 90.00 per hour
Staff Geologist	\$ 80.00 per hour
Computer Technician/Engineer Assistant	\$ 75.00 per hour

Arbitration, Deposition, Hearings and Court Appearance, including travel time to and from, \$240.00 per hour, Preparation and Consultation at applicable hourly rate.

Consultation meetings and telephone consultation will be billed at the hourly rate indicated.

PERSONNEL CHARGES (FIELD AND LABORATORY)

Drafting	\$45.00 per hour
Technician	\$55.00 per hour
Staff Technician	\$60.00 per hour
Senior Technician	\$67.00 per hour
Weekdays (in excess of 8 hours/day) add to personnel charges	\$19.00 per hour
Saturdays (initial 8 hours) add to personnel charges	\$19.00 per hour
Saturdays (in excess of 8 hours) add to personnel charges	\$38.00 per hour
Sundays and Holidays add to personnel charges	\$38.00 per hour

Field services are billed portal-to-portal in accordance with the following minimum charges:
-two hours minimum charge for inspections, sampling, testing operations or show-up time;

Per diem will be billed cost plus 20% but not less than \$80.00/day.

EXPENSES AND INCIDENTAL

Auto Mileage (within 30 miles of our office)	No Charge
Auto Mileage (beyond 30 miles of our office)	\$ 0.35/mile
Non-Technical Assistant	\$35.00 per hour

Incidental expenses, such as consultant's fee, special services, equipment rental, aerial photographs, out-of-town travel, etc., are reimbursable at cost plus 15%.

DRILLING AND SAMPLING

Drilling rig truck mounted with crew and engineer supervision:	
Mobilization	\$265.00 per hour
Straight Time	\$265.00 per hour
Overtime	\$295.00 per hour
Double Time	On Request

For crawler-mounted or rotary-wash type drilling rigs, the rate is cost plus 15%.

Drilling is charged at 4 hours minimum.

Time is charged portal-to-portal from yard.

Casing, Shelby Tubes and any special sampling or subcontract equipment will be charged at cost plus 15%.

FIELD TESTS

Plate bearing load, pile load and vane shear tests; piezometer and slope indicator installations; and other special tests will be charged at standard engineering and personnel rates plus cost of and including 15% surcharge for special equipment/personnel.

LABORATORY TESTS

Sample Preparation, per hour	\$ 55.00
Sieve Analysis, pit run with 200 wash, ASTM D-422, per test	\$ 65.00
Percent Passing #200 Sieve (wash)	\$ 45.00
short Hydrometer Analysis (without Sp. Gr.) ASTM D-422	\$ 90.00
Specific Gravity (Sand and Gravel) ASTM D-864	\$ 60.00
Specific Gravity (Clay) ASTM D-654	\$ 75.00
Moisture Determination and/or Unit Weight, ASTM D-2216	\$ 13.00
Sand Equivalent	\$ 85.00
Atterberg Limits:	
a. Plasticity Index, ASTM D-4318	\$ 95.00
b. Shrinkage Limit, ASTM D-427	\$120.00
Unconfined Compression, ASTM D-2166	\$ 45.00
Swell Test, HUD (FHA) Procedure	\$150.00
Direct Shear (quick), per point	\$ 50.00
Residual Direct Shear, per point	\$115.00
Consolidation, per load increment, ASTM D-2330	\$ 50.00
R-Value, ASTM O-2844	\$160.00
R-Value, Cement, Lime or other additives, ASTM D-2844	\$175.00
Compaction Curves:	
a. Standard, ASTM O-698	\$125.00
b. Modified, 4" mold, ASTM D-1557	\$150.00
c. Modified, 6" mold, ASTM D-1557	\$185.00
d. Impact, California State Highway	\$150.00
e. 1 Point Verification	\$ 50.00

PH, Resistivity, Soluble Chloride and Sulfide as quoted

Triaxial, permeability and other special tests at hourly rates or as quoted.

INVOICES

Invokes will be submitted at the completion of work Of at approximately monthly intervals. Invoices are payable upon presentation. Invoices 30 days past due will be subject to a service charge of 1.5 percent monthly interval.

TERMS AND CONDITIONS

No warranty of any kind, express or implied, is made or intended in connection with the work to be performed by us or by the proposal for consulting or other services, or by the furnishing of oral or written reports of finding8 made by us-

Services performed by us under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. Client recognizes that subsurface condiiionc may vary from those encountered at the location where borings or tests are made by the Consultant and that the data, interpretations and recommendations of the Consultant are based solely on the information available to him. The Consultant will be responsible for those data, interpretations and recommendations, but shall not be responsible for the interpretation by others of the' information developed.

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Where these General Terms and Condition& conflict with our Standard Geotechnical Terms and Conditions and they are included as special provisions for services requested, the latter shall apply.

CHANGES

This Fee Schedule is subject to change without notification.

COUNTY OF SANTA CRUZ
REQUEST FOR APPROVAL OF AGREEMENT

Attachment 3

0311

TO: Board of Supervisors
County Administrative Officer
County Counsel
Auditor-Controller

FROM:

REDEVELOPMENT

(Dept.)

(Signature) 9/5/00 a t e)

The Board of Supervisors is hereby requested to approve the attached agreement and authorize the execution of the same.

- Said agreement is between the COUNTY OF SANTA CRUZ REDEVELOPMENT AGENCY (Agency)
and CALLANDER ASSOCIATES, 311 Seventh Avenue, San Mateo, CA 94401 (Name & Address)
- The agreement will provide design services for conceptual & preliminary design of the
Twin Lakes Beachfront Project.
- The agreement is needed because staff is unable to prepare necessary work within
the current project timeline
- Period of the agreement is from September 19, 2000 to June 30, 2002
- Anticipated cost is \$ 176,728.00 (~~XXXXXXX, XXXXXX, XXXXXX~~ Not to exceed)
- Remarks:
- Appropriations are budgeted in 611145 (Index#) 9342 (Subobject)

NOTE: IF APPROPRIATIONS ARE INSUFFICIENT, ATTACH COMPLETED FORM AUD-74

Appropriations are available and have been encumbered.
are not will be

Contract No. CO 02243

Date 9/6/00

GARY A. KNUTSON, Auditor - Controller

By Ronell J. Silva Deputy.

Proposal reviewed and approved. It is recommended that the Board of Supervisors approve the agreement and authorize the
Agency Administrator to execute the same on behalf of the County of Santa Cruz
Redevelopment Agency (Agency).

Remarks:

G. (Analyst)

County Administrative Officer
By Gh Schap Date 9/9/01

Agreement approved as to form. Date _____

Distribution:

Bd. of Supv. - White
Auditor-Controller - Blue
County Counsel - ~~XXXXXX~~
Co. Admin. Officer - Canary
Auditor-Controller - Pink
Originating Dept. - Goldenrod

*To Orig. Dept. if rejected.

ADM-29 (6/95)

State of California)
County of Santa Cruz) ss

I _____ ex-officio Clerk of the Board of Supervisors of the County of Santa Cruz,
State of California, do hereby certify that the foregoing request for approval of agreement was approved by
said Board of Supervisors as recommended by the County Administrative Officer by an order duly entered
in the minutes of said Board on _____ County Administrative Officer
By _____ Deputy Clerk