

EXHIBIT A

SCOPE OF SERVICES

Scope of Services

The Scope of Service for the Consultant is a continuation of services that has been on-going since 2016. Although the Consultant advanced an updated PS&E package this past winter, in conjunction with the federal funding, evolving RAB design standards, City R/W impact avoidance/minimization goals, and comments received (including project deviations and changes requested and/or required) from both Caltrans and the City, the project is required to supplement/complete the following project investigations, R/W and preliminary engineering (PE) services, in order to support NEPA clearance/PE and revised PS&E design packages in 2025/26. The Consultant will provide new preliminary studies, investigations and design services and reports have been requested or required by Caltrans or the City in order to complete project design, receive approval, and obtain an encroachment permit before advertisement, bid, award and construction.

Task 1 – Investigations, Right of Way (R/W) Services, and Preliminary Engineering

Supplement/complete the following project investigations, R/W and preliminary engineering (PE) services, in order to support NEPA clearance/PE and revised PS&E design packages in 2025/26. The following amended or new preliminary studies, investigations and design services and reports have been requested or required by Caltrans or the City in order to complete project design, receive approval, and obtain an encroachment permit before advertisement, bid, award and construction.

- 1) **Supplemental Topographic Survey:** BKF will conduct up to two (2) days of supplemental topographic survey in order to collect the necessary additional/remaining horizontal and vertical control information on the revised project limits and conforms, in order to update the base sheets to assist with the revised and final design development in the subsequent PS&E submittals.
- 2) **Caltrans Requested R/W Engineering, Survey and Mapping** – Although this project will fall under the PEER/EP approval process, it seems the decertified land transfer, federal funding process through DLA, proximity of the project to I-580, and/or evolving R/W and Survey requirements have resulted in comments necessitating the following R/W and Survey services to be provided, in order to obtain approval:
 - a) **R/W Engineering Field Work** – In order to support items A through D and F, supplemental survey control and field work will be required to ensure control reviewed and published to Caltrans is set to their standards and required data analysis and documentation can be generated. Work may require the locating/collection of control along I-580 itself, or to supplement prior survey/control efforts currently presented on the title sheet; up to two (2) days of R/W Engineering field work and office time have been identified to support these comments and requirements.
 - b) **Prepare Appraisal Map and/or Record R/W Mapping** – Based on R/W Engineering field work conducted, and in order to support the R/W Certification approval process along with the Project Control Sheets, PSCR, monumentation, and plat and legals, Caltrans has requested a signed/stamped base map appraisal map and R/W record map. This will need to present the R/W requirements, including (but not limited to) the decertified parcel, additional fee acquisitions (if

required), or temporary easements (including no-fee permission to enter and construct agreement areas if deemed feasible).

- c) Project Control Sheets – Although this is primarily a City public works improvement project located within San Leandro jurisdiction following City standards/format, Caltrans has requested a separate Project Control Sheet, following their requirements/format for PS&E under the Caltrans CADD Manual. The Project Control Sheet will include horizontal datum, combined factor, vertical datum, benchmarks, coordinates/elevations to support the project control points, PSCR, and R/W Engineering Field work conducted.
 - d) Project Survey Control Report – BKF will prepare a project control report for the project control, as part of the permanent survey office records. As a PLS, BKF will sign, seal, and submit all documents relevant to the project control survey for archiving, and will comply with the requirements of the Caltrans Survey Manual.
 - e) Monuments and Filing of Record of Survey - Based on Caltrans Guidelines for LPO Review, Monuments need to be set to demarcate new right of way lines in accordance with Section 10.16 of the Caltrans Surveys Manual. Although Caltrans decertified, sold, and quitclaimed/deeded the land to the City, they are requesting monumentation and record of survey for this parcel, now owned by the City. A Record of Survey must be filed in compliance with Section 8762(b)(4) of the Professional Land and Surveyors' Act. The Record of Survey must be submitted to Caltrans for review and comment prior to filing with Alameda County.
 - f) Plat and Legal – Although R/W avoidance and minimization is our goal, a plat map and legal document (plat and legal) is required for projects along the state highway system (SHS) and/or federalized projects, under DLA. The plat and legal for permanent or temporary acquisitions (including TCEs, PTE&Cs etc) will be based on the approved appraisal mapping (Item B above), and provided to the City's appraiser who will provide all appraisals, offers, negotiations, closing documents and recordation services in compliance with federal/DLA/Caltrans R/W requirements. BKF has scoped one (1) plat and legal document.
- 3) **RAB Geometric Design Update** – Based on BKF's RAB peer review conducted in spring 2025, the project's RAB geometry requires changes, refinements and optimization to support a host of design requirements, including ingress/egress, turning movements, and bicycle, pedestrian, and vehicular operations, safety and compliance. In addition to addressing new comments made by the City and Caltrans, BKF will approach the RAB Geometric Design update at a preliminary engineering level to revalidate lane widths; shoulders; non-motorized user facilities; inscribed circle diameter; entry widths; circulating roadway width; entry/exit curve radii and arc length; entry angles; channelization and pavement markings; bus/truck aprons; designated landscape/hardscape areas; and bike/ped compliance with RABs. We will prepare an updated/revised geometric base at a preliminary engineering level for City review/comment, and future refinement/finalization during the 100% PS&E package.
- 4) **Utility Potholing** – Although originally excluded, the need for subsurface utility investigations will be needed to manage risk/costs, and support new or revised project features, including lighting, traffic control devices, expanded roadway excavation/pavement replacement requirements, possible drainage appurtenances, and foundation work (retaining wall). A placeholder providing up to one (1) day of

utility potholing has been identified, which can typically support the horizontal and vertical verification of approximately 4-7 PH locations.

5) Soil Testing and Characterization – Although originally excluded, the need for soil testing and characterization is recommended (and possibly needed per Caltrans comments) to manage risks/costs, and support soil export operations, and management of potentially state (or federally) contaminated material. Although the area at Foothill/MacArthur/Superior is generally built-out and capped with impervious materials, we do not know what resides underneath; in fact - Caltrans has commented and alerted BKF that the embankment of I-580 contains Z-2 aerially deposited lead (ADL), and will need to be managed on-site or appropriately disposed of at a certified landfill. Since this project is an export project involving roadway and structural excavation operations, it is highly recommended that soil testing and characterization is conducted to avoid surprises and costly change order; soil characterization findings will be included in the technical specifications, so the bidding contractors are aware and can make plans accordingly for disposal operations and their proposed bids. BKF will coordinate with our hazardous material consultant, Geocon, who will conduct the following services related to Soil Testing and Characterization services:

- Prepare Health and Safety Plan.
- Prepare sample analysis matrix and sample location map for Client approval.
- Assumes no traffic control needed. And estimated 1 day (2 persons) to complete fieldwork.
- Does not include encroachment/access permitting - Geocon will work under Encroachment and Access Permits issued to Client.
- Phase II PSI Soil Sampling
 - Field Activities:
 - Advance borings to 2.5 feet below ground surface.
 - Collect soil samples per boring
 - Laboratory Analyses:
 - soil samples for CAM 17 metals
 - soil samples for soluble (WET or TCLP) single metal (e.g., lead).
 - soil samples for TPHg/d/mo
 - soil samples for SVOCs
 - soil samples for OC Pesticides
 - soil samples for PCBs
 - soil samples for VOCs
- Prepare draft Preliminary Site Investigation (PSI) Memo for client review.
- Prepare final PSI Report.

Since Z-2 ADL material has already been defined/documented by Caltrans, testing will confirm whether the ADL is State or Federally managed, in the event on-site management (burying, capping, or surface placement) is not feasible in City (or Caltrans) R/W and must be off-hauled.

Task 2 – 100% PS&E Package

Since the project design development was effectively paused in 2022 Caltrans accepted a PS&E package for review in February 2025, reflective of a revised 95% design level; this was the first time Caltrans had seen the project since the 70% submittal in June 2020. Similarly – the City had not seen the project since July 2021. Due in part to this break and also attributed to changes in City and Caltrans staff, procedures, design requirements, project decisions, preferences, goals, and new requirements, a significant number of comments were generated, including many comments and requests for changes.

Furthermore, the footprint, direct impacts, indirect impacts, and aforementioned basis of design/assumptions have changed and resulted in a more extensive, complex, and challenging design for this RAB, and sheet coverage to present. Mixed in with the other project requirements, comments, and strategies (including federal funding and involvement with DLA and new Caltrans functional units), the design approval process will require 3 submittals moving forward, beginning at a 100% PS&E Package.

- 100% PS&E Package (Task 2)
- Final Design PS&E Package (Task 3)
- Ready to List(RTL)/Encroachment Permit (EP) PS&E Package (Task 4)

The packages as proposed will also allow Caltrans and City to evaluate the updated and optimized/refined RAB geometry required to address the various project changes including avoidance/minimization to properties, while ensuring design standards and bike, pedestrian and vehicular operations/safety are met and balanced; furthermore – the packages will allow our landscape architect (Gates) to completely update the revised landscaping/irrigation preferences and requirements of the City, and take ownership of the planting/aesthetic vision, plans and specs.

This revised PS&E package will focus heavily on resolving, addressing and incorporating Caltrans' comments, City Comments, and possibly City of Oakland comments (not yet received); the comments, changes, and revisions covered in this 100% PS&E package will be based on the RAB Geometric Design Update completed in Task 1, and include the final optimization and refinement of the geometry as part of this Task 2.

The package will also include updated geotechnical and retaining wall design plans/reporting based on the District 4 comments and DES-OSFP comments from the 65% Unchecked structural package submitted in January. The structural and geotechnical package/plans/reports submitted under Task 2 is referred to as a 95% (Checked) Structural Package by DES-OSFP, and will include a separate (independent) submittal/deliverable in parallel with the D4 submittal.

Work in Task 2 includes the following effort/services for the 100% PS&E Package:

- Review, Respond, Resolve City/Caltrans Comments on Prior PS&E Package
- Finalize Geometric Design Optimizations
- Coordinate Remaining/Other Changes with City and Caltrans and Circulate Final Base Sheets to Consultant Team
- Prepare Updated Design/Plan Sheets for Revised 100% PS&E
- Prepare Updated Specs/Boilerplate for Revised 100% PS&E
- Prepare Updated Quantities/Engineers Estimate for Revised 100% PS&E
- Prepare Updated Technical Reports for Revised 100% PS&E

- Perform In-House Quality Control Review for 100% PS&E
- Incorporate/Address QA/QC Comments and Assemble Revised 100% PS&E Package

Deliverables:

- Response to City, Caltrans and Oakland Comments
- 100% Plans, Specifications (Greenbook), and Estimate
- 95% (Checked) Structural Package
- Draft/Revised Technical Reports, including Traffic Management Plan (TMP), Lane Closure Report/Chart (LCR/LCC), Roadway User Cost (RUC), Storm Water Data Report (SWDR), and Geotechnical (Pavement) Memo, and Drainage Memo.
- Draft PEER/EP Application

Task 3 – Final Design PS&E Package

For the Final PS&E, BKF will incorporate and resolve any final remaining comments received as a result of the previous submittals, including any remaining City and Caltrans EP comments, in order to produce bid documents which will be ready for approval and advertisement. A final JRT Document and meeting can be scheduled/conducted as needed to resolve all remaining items affecting the construction documents and project schedule; this will include Caltrans, City and Oakland as well (if necessary).

All aspects of the final design are anticipated at this point and will be finalized in order to offer one remaining opportunity for review/comment before preparing the advertised construction documents for signature/approval under Task 4 to support the RFA/E-76 process through DLA.

This package will also allow an opportunity for the remaining comments to be worked out with Caltrans, including coordinating the Structural/Geotechnical 95% package reviewed through DES-OSFP and District 4. The structural and geotechnical package/plans/reports submitted under Task 3 is referred to as a 100% (Checked) Structural Package by DES-OSFP, and will include a separate (independent) submittal in parallel with the D4 submittal.

BKF will conduct a final quality control review on all documents to ensure that all design elements are thoroughly addressed. BKF will package the delivery and submit to the City/Caltrans.

Work in Task 3 includes the following effort/services for the Final Design PS&E Package:

- Review, Respond, Resolve City/Caltrans Comments on Revised 100% PS&E Package
- Incorporate Comments and Finalize Plans, Specifications, Cost Estimate, and Technical Reports
- Final QA/QC Review
- Address QA/QC Comments and Assemble Final Design PS&E Package
- Prepare Draft PEER and EP Application

Deliverables

- Response to City, Caltrans and Oakland Comments
- Final Design Plans, Specifications (Greenbook), and Estimate

- 100% (Checked) Structural Package
- Final Technical Reports
- Draft-Final PEER/EP Application

Task 4 – Ready to List (RTL)/Encroachment Permit (EP) PS&E Package

For the RTL/EP PS&E Package, BKF will finalize any final remaining comments received as a result of the previous submittal, including final remaining City and Caltrans comments, in order to produce bid documents which are ready for approval and release of the encroachment permit necessary to support the RFA/E-76 approval process in order to advertise.

This package will also allow an opportunity for the remaining comments to be worked out with Caltrans, including addressing any remaining issues from the Structural/Geotechnical 100% package through DES-OSFP and District 4.

A final JRT Document and meeting will be scheduled/conducted as needed to resolve all remaining items affecting the construction documents and project schedule; this will include Caltrans, City and Oakland as well (if necessary).

All aspects of the design will be finalized in order to prepare a complete set of final and constructible bid documents, signed, stamped and ready for advertisement and permitting. BKF will conduct a final quality control review on all documents to ensure that all design elements are thoroughly addressed. BKF will package the signed and stamped documents and project files for delivery to the Caltrans and City.

Work in Task 4 includes the following effort/services for the RTL/EP PS&E Package:

- Review, Respond, Resolve City/Caltrans Comments on Final Design PS&E Package
- Incorporate Comments and Finalize Plans, Specifications, Cost Estimate, and Technical Reports
- Final QA/QC Review
- Address QA/QC Comments and Assemble Final EP-Advertise/Bid Documents
- Prepare Final PEER and EP Application for Caltrans Approval

Deliverables

- Response to City, Caltrans and Oakland Comments
- RTL/EP Plans, Specifications, and Estimate, Including Final Structural (Checked) Plans
- Approved (Supporting) Technical Reports
- Final PEER/EP Application

Task 5 – Project Management and Coordination

The project schedule assumes the original PEER/EP Process as summarized in this ASR can be completed within 9 months (March 2026); the addition of the CT NEPA/Federal Funding/RFA-E-76 is estimated to add +3 months to the duration (12 months total, or June 2026).

In order to support the extended project schedule, submittal strategy, and NEPA/Federal Funding Approval process through DLA, BKF will provide Project Management and Coordination services during the course of the design/approval process. The project management hours/fee shown in the attached summary reflect a commensurate level of effort in order to manage and coordinate the scope

of services.

- PM, Invoicing, Supervise, Coordinate and Monitor Design and Team
- Bi-Weekly City Coordination Meetings
- PDT and Focus/Coordination Meetings with Caltrans, San Leandro, and Oakland
- Utility Coordination/Meetings with PG&E, AT&T and City

Task 6 – NEPA, RFA/E-76 and DLA Support

6.1 – NEPA Clearance and Technical Support

National Environmental Protection Act (NEPA):

Based on the following project understanding and use of federal funding, the project would require NEPA review through Caltrans Local Assistance. David J. Powers & Associates, Inc. (DJP&A) will work with the City and BKF Team to develop a project description for submittal to Caltrans.

NEPA Project Understanding:

The project would include one build alternative for multimodal improvements including replacing sidewalks, installing new crosswalks and installing ADA-compliant curb ramps, pavement markings. The project may require temporary access or construction easement(s) from the E-Z Shop at 650 MacArthur Boulevard and would remove limited parking along the roadway. The project would rely on federal funding.

Meeting Attendance, Project Management and Coordination

In addition to project management and coordination to complete the NEPA process, this scope includes DJP&A attendance at the Caltrans Field Review and up to two meetings with the project team during completion of the above-described tasks. This scope does not include public hearing or community meeting attendance.

PES Form and Field Review

DJP&A will prepare the Caltrans' Preliminary Environmental Study (PES) form and attend one formal Caltrans Field Review for the proposed project. The PES form will include the visual impact questionnaire, United States Fish and Wildlife Service (USFWS) list of federally listed species, Federal Emergency Management Agency (FEMA) floodplain maps, and hazardous materials database mapping.

Technical Studies:

Based on our recent experience working on Caltrans Local Assistance projects in the greater Bay Area, we believe (and have scoped) that Caltrans may require the following technical memos for the project:

- Air Quality Conformity (MTC PM_{2.5} Exemption Email)
- Community Impact Analysis Memo (CIA Memo)
- Water Quality Memo
- Archaeological Survey Report/Historic Resource Evaluation Report/Historic Property Survey Report (HRER/HPSR) – prepared by Archeological/Historical Consultants (A/HC)

The MTC air quality conformity questionnaire will be completed by the City and submitted to MTC Air Quality Conformity Task Force. This scope assumes the project will NOT be found to be a project of air quality concern and no PM2.5 hot-spot analysis will be required. If needed, the PM2.5 hot-spot analysis can be added to this scope as an additional task on a time and materials basis.

The CIA memo will be prepared based on Caltrans' SER and submitted to the City for review. The CIA memo will address parking removal, any construction period detours, and document community outreach/input for the project.

The Water Quality Memo will be based on the SWDR, and input provided by BKF to support the technical studies.

Although the project involves minor improvements within the existing public right of way and no right of way take will be required, it is assumed that the project will qualify as a screened undertaking by Caltrans for archaeological resources, and no Archaeological Survey Report (ASR) will be required. However, in the event the project has a direct or indirect on the E-Z Liquor store and a TCE (or PTE&C) is required, an HRER has been scoped/included for preparation to support this building/parcel/property.

NEPA and Mitigation Letter

Caltrans will also request submittal of a letter from the City of San Leandro committing the project to implementation of standard measures from their standard mitigation table. DJP&A will assist the City in preparing the standard mitigation letter.

DJP&A will revise environmental documents once and submit them back to the City for submittal to Caltrans. DJP&A will respond to one round of Caltrans comments on the technical reports/memos. After the supporting documents are deemed complete by Caltrans, they will issue the NEPA Categorical Exclusion (CatEx) for use by the City in securing final design and federal funding.

The following items reflect BKF's support of the City and DJP&A to proceed with NEPA clearance:

- A. **Preparation of Preliminary Environmental Study (PES) Request Form/Package** – It is assumed that the Project will utilize federal grant funds, therefore compliance with the NEPA and related federal statutes will be required. DJP&A will lead this effort, and the BKF team will provide technical support/narratives, input, and assist as needed in the development to the project description and PES request form/package for submittal to Caltrans.
- B. **PES Field Review Meeting** – After preparation of the PES form, BKF will attend one formal Caltrans Field Review Meeting for the Project. Caltrans will use the field meeting to review and provide comments to the PES form and to finalize the technical memos required for the environmental clearance.
- C. **Support NEPA Consultant with Documentation, Narratives and CE Review/Comments** –

Although BKF will not be responsible to lead or prepare the required technical studies identified during the PES, we will support DJP&A with coordination, documentation, narratives and reviews of the memoranda, including supporting the preparation of the WQ Memo, based on the SWDR.

- D. **NEPA Env Clearance Coordination and Meetings with DLA** – During the NEPA Clearance process, BKF has allocated time for two (2) technical/focus and coordination meetings with the City, DJP&A and Caltrans to discuss questions and obtain technical input to facilitate comments, resolution of issues, and environmental/mitigation requirements to be addressed in the PS&E.

6.2 – Caltrans DLA Approval and RFA/E-76 Support

- A. **CT DLA Coordination, Meeting and Support** – In order to secure the federal funding and obtain an E-76 Approval for Construction, BKF will support the City and can take the lead in coordinating, meeting and supporting the CT DLA representative and other department staff members whose approvals will be required for the final Request for Authorization (RFA) process.

After NEPA clearance is complete and starting at the 100% PS&E, BKF will evaluate how close the PS&E package is to being deemed complete so that it can be submitted as part of the RFA package for Caltrans review.

BKF will oversee other parallel and critical requirements and approvals that will be needed for the RFA package such as utilities and R/W certification, which will be the critical path for E-76 Approval.

- B. **Utility Relocation Documentation, DLA Support and Utility Certification** – One of the more challenging requirements when a project receives federal funding is compliance with the utility requirements under the LAPM and review/approval by DLA R/W and Utilities; even if a utility is owned by the City and is simply adjusted to grade, there are numerous forms, requirements and information required as part of the Utility Cert and R/W Cert process in support of the RFA/E-76 process. BKF will coordinate and prepare the forms for City's review and concurrence. BKF will subsequently submit the following utility-related forms and Project information to support the process:

- *“A”, “B”, “C” Letters and Exhibits*
- *Utility Conflict/Relocation Plan Exhibits*
- *Utility Relocation Documentation, Forms and Exhibits*
- *Specific Authorization (SA)/Approval of UA*
- *Utility Agreement (UA)*
- *Notice to Owner (NTO)*
- *Report of Investigations (ROI)*
- *Local Agency/Utility Owners SA*
- *Utility Certification (to Support of Final R/W Certification and RFA/E-76 processes)*

- C. **Right-of-Way Certification** – BKF will coordinate with the City and DLA to prepare the R/W Certification; this includes submission of supporting documentation and coordinating processing of certification with DLA for review, comment, revisions and approval. This will require resolution of all encroachment permits (City, Caltrans and Oakland), resolved maintenance agreements (Caltrans/City and Council action), and all approved documentation supporting the utility certification.

- D. **RFA/E-76 Forms, Certifications, Checklists and Supporting Documentation** –Based on BKF's extensive experience with the RFA/E-76 process, the critical path in submission of the package are the RFA/E-76 Forms, Certifications, Checklist and Supporting Documentation. Although the completion of the process is not difficult, being

able to produce the required information to submit the certification involves Project stakeholders approvals and the completion R/W process. Based on our experience with a similar federally funded grant through MTC, the following efforts were required:

- *Request for Authorization (RFA)/Adjustment Request (CON)*
- *FMS/FTIP Project Details*
- *CEQA/NEPA Clearance**
- *Approved/Signed Plans, Specs and Estimate*
- *Encroachment Permit*
- *DBE Contract Goal Methodology Breakdown (Form 9-D)*
- *PS&E Checklist (Form 12-D)*
- *Cost Effectiveness/Public Interest Findings (Form 12-F)*
- *Local Agency Checklist (Form 15-A)*
- *State/Federal Finance Letter (25-H)*
- *R/W Cert*, Utility Cert, and ADA Cert*
- *Allocation Request (Form 25-A)**

** Required MTC review/approval*

BKF will support City and help prepare the required forms, certifications, and documentation to support the MTC approval, CT DLA approval, CTC Agenda process, and RFA/E-76 approval process to secure the funding, and proceed with advertisement and award within the allowable timeframe/duration.

Deliverables Format

Development Plans: PDF

Final Plans: Electronically signed PDF, and AutoCAD format files

Technical specifications: PDF and Microsoft Word.

Cost estimates: PDF

Meeting notes: PDF

Assumptions and Excluded Services

The following items are assumptions as well as items excluded from the scope of work:

- Based on comments received to date, neither a DSDD nor Utility Encroachment Policy Exception Request is needed at this time, and is excluded from this scope of services
- In the event post-construction stormwater BMP improvements are required (under City MRP or Caltrans NDPES Permit), we understand the City is agreeable to pursue in-lieu/off-site stormwater treatment solutions separate from this project, and this scope of services excludes its design/coordination.
- In consideration of CT Traffic Management's comment to add, replace or modify Ramp Metering Loop Detectors and TOS/TMS Equipment, BKF does not believe there is any existing equipment in the limits of the project, and are excluding this from our scope of services
- A Caltrans constructability review meeting was requested; this is a PEER/EP Project and not a Caltrans AAA Project, and has been excluded from our scope of services.
- No subsurface storm drain plan, profile, and inlet design are assumed.

- Utility relocation work (if required) will be by others
- Existing soil and existing Z-2 material will be recharacterized with testing.
- Design and changes to retaining wall alignment/profile/length or type are excluded
- No laydown or staging areas will be provided; it is assumed this will be a separate (contractor) responsibility and will be stipulated in the specs.
- Updates using Greenbook/Caltrans 2024 Standard Plans (SP) and Standard Specifications (SS), Standard Special Provisions (SSP), and current City of San Leandro standards, are assumed to be minor and/or primarily administrative/reference edits and changes
- Signal/crossing warrant studies for ped-activated crosswalks or RRFB will be provided by the City services
- Landscape Architecture:
 - Aside from addressing the City comments dated 2025, significant design, plan or specification deviations (such as landscape/irrigation re-design or major changes) from prior design package are excluded
 - Arborist reports, audits, testing, demolition plans, recycled irrigation water, booster pumps, gray water, permitting, Caltrans LS/Irrigation design standards, LEED / Cal Green documentation, additional site visits and meetings beyond the hours listed, are all excluded
 - It is assumed that all AutoCAD files (provided by Harris Design/BKF) are:
 - Representative of the 2025 landscape and irrigation sheets/design presented;
 - Complete, with all details, fonts, layers, and notes inclusive, and each sheet setup with correct AutoCAD protocol/ standards.
- Bid and Construction Support services are not included in this scope of services.
- Environmental:
 - Project involves minor improvements within the existing public right-of-way and no permanent right-of-way take is required.
 - An HRER will be prepared to address TCEs on one property.
 - The NEPA process will be limited to the evaluation of one build alternative.
 - Project will qualify as a screened undertaking by Caltrans for archaeological resources and no Archaeological Survey Report will be required.
 - The MTC air quality conformity questionnaire will be completed by the City and submitted to MTC Air Quality Conformity Task Force. This scope assumes the project will NOT be found to be a project of air quality concern and no PM2.5 hot-spot analysis will be required. If needed, the PM2.5 hot-spot analysis can be added to this scope as an additional task on a time and materials basis.
 - The project will be eligible for a Categorical Exclusion (CatEx) under NEPA.
 - Traffic evaluation, including counts, evaluation, parking impacts, and operations, is excluded from this scope of services