

EXHIBIT A

SCOPE OF SERVICES

Tasks include, but aren't limited to, the following. The materials and construction inspection services may include the following, depending on the requirements of the task order assigned:

- Project coordination, including scheduling of personnel to provide observation and materials testing services and meeting attendance. Review of readily available background materials pertaining to the site, including geotechnical reports, project plans, and specifications. Attendance at pre-construction and- field meetings as requested by the City.
- Field Observation, Inspection, Sampling, & Testing: On-site soil and materials testing and inspection during construction on an as-requested basis. Inspection services will be performed in accordance with the applicable building codes and in accordance with the project approved documents. Specifically, the soils and materials testing and inspection services may include the following:
 - Field observation and inspection during foundation construction, including observation of footing excavations, pier drilling, pile driving, as appropriate.
 - Field observation, documentation and testing during the earthwork operations. Services will include observation and field density testing of compacted fill, including embankment fill, structure and wall backfill, utility trench backfill, subgrade, aggregate subbase, and aggregate base materials.
 - Field sampling and in-place density testing will be performed during asphalt pavement construction. Asphalt production plant inspection and sampling will be performed to evaluate conformance with project specifications. Laboratory testing of raw aggregate and completed mix samples will include sieve analysis, sand equivalent, percent asphalt, film stripping, and maximum density.
 - Field inspection of the construction materials, both at the fabrication plant and during erection at the site by the specialty inspectors. Inspectors will be certified by International Code Council (ICC), American Welding Society (AWS), American Concrete Institute (ACI) and other agencies. Inspections may include: reinforced concrete and shotcrete, such as foundations, cast-in-place concrete structures, and miscellaneous concrete construction; inspection during fabrication of pre-stressed and post-stressed concrete; deputy inspection services during drilled-in-anchors; structural masonry, such as retaining walls, sound walls, building and site walls; structural steel welding and bolting inspection at the fabrication plant and at the site; non-destructive testing (ultrasonic) of welds at the fabrication plant and at the site; load and/or torque testing of expansion and epoxy anchor bolts and dowels; and roofing and water-proofing inspection.
- Laboratory Testing Services: Laboratory testing on collected construction material samples in accordance with the appropriate California Test, AASHTO resource, and ASTM test methods and utilizing certified laboratories. Laboratory testing may include maximum dry density and optimum moisture content of the soils to be placed as fill or backfill; and conformance testing (including sieve analyses, sand equivalent, R-value, cleanness value and durability tests) on the proposed aggregate subbase, aggregate base, asphalt concrete, and concrete pavement. Testing will be performed at frequencies required by the project specifications.
- Reports/Documentation: Preparation of daily reports and other memoranda to summarize the field operations and test results. Upload documentation to Dropbox.

- Closeout Documents: Preparation of a final report summarizing the results of field and laboratory test results, including final report on grading and certification of compliance.

TYPICAL MATERIALS & CONSTRUCTION INSPECTION TASKS FOR CITY'S PROJECTS	
RFQ Task Category	Typical Tasks Provided by Ninyo & Moore
Materials and Construction Inspection	Field and laboratory testing to verify construction materials meet specifications; inspections of all construction systems to ensure compliance with plans, specifications, and applicable codes.
Concrete and Masonry Inspections (ACI/ICC certified)	Reinforcing steel and concrete placement inspection, slump and temperature testing, concrete cylinder compression testing, masonry grout and mortar inspection, sampling, and testing; ACI/ICC-certified inspectors conduct special inspections.
Structural Inspections (rebar, welding, steel framing)	Structural steel shop and field inspections, welding procedure and welder qualification review, non-destructive testing (UT), high-strength bolt inspection, verification of rebar placement and steel framings.
Mechanical and Electrical Inspections (HVAC, plumbing, electrical)	Field inspections of mechanical and electrical systems, including plumbing, HVAC, and other building systems, ensuring compliance with design and safety standards.
Asphalt Testing and Coring	Sampling, coring, and laboratory testing of asphalt concrete; verification of mix design, density, and gradation.
Pavement and Compaction Testing	Field compaction testing of subgrade, aggregate base, and asphalt; verification of proper material placement and compaction levels.
Utility Inspections (water, sewer, storm drain)	Inspection of new and existing utility installations, including water, sanitary sewer, and storm drain systems, ensuring compliance with plans and applicable codes.

Also Included Inspection Services:

- Provide on-site inspection to assure that the project is constructed in compliance with the Plans and Specifications.
- Perform the duties designated by the City's Building Department Inspector or Inspector of Record for the project.
- Provide inspectors daily report of events, manpower, and activities so as to secure the City's interests and monitor work accomplished in accordance with the contract. Daily progress pictures shall be incorporated into the report.
- Take digital photographs and digital video tape recordings of the construction progress on a regular basis, including pre-construction conditions within the project limits
- Collect material tags and verify materials on site meet project specifications and project submittals.
- Maintain a redline set of as-built plans and specifications.
- Track and field-verify quantities of actual improvements installed by the Contractor and maintain a quantity bid sheet for each bid item of work.
- Assists the Construction Manager or City Representative in review and recommendation of progress payments.
- Track and document Time and Materials work issued to the Contractor.
- Working with the Construction Manager and other agencies and permit holders to issue a project punch-list.