

**DRAFT**  
**SECOND AMENDMENT TO CONSULTANT SERVICES AGREEMENT**  
**BETWEEN THE CITY OF SUNNYVALE AND**  
**JANA SOKALE ENVIRONMENTAL PLANNING**  
**TO CONDUCT AN ANALYSIS**  
**TO IDENTIFY ALTERNATIVES TO COMPLETE A PUBLIC MULTI-USE**  
**BICYCLE/PEDESTRIAN TRAIL**

This Second Amendment to Consultant Services Agreement, dated \_\_\_\_\_, is by and between the CITY OF SUNNYVALE, a municipal corporation ("CITY") and JANA SOKALE ENVIRONMENTAL PLANNING, ("CONSULTANT").

WHEREAS, on June 16, 2012, CITY and CONSULTANT entered into a Consultant Services Agreement whereby CONSULTANT would provide services to conduct an analysis to identify alternatives to complete a public multi-use bicycle/pedestrian trail; and

WHEREAS, on August 19, 2013, CITY and CONSULTANT agreed to amend the Agreement to include additional services and increase the total compensation to \$181,752; and

WHEREAS, the parties now agree that a Second Amendment to said Agreement is advisable;

NOW, THEREFORE, THE PARTIES ENTER INTO THIS SECOND AMENDMENT TO CONSULTANT SERVICES AGREEMENT:

1. Services by CONSULTANT

Replace the existing section with the following:

CONSULTANT shall provide services in accordance with Request for Proposal No. F1109-22 and all requirements, specifications and terms and conditions contained therein, CONSULTANT'S proposal response attached hereto as Exhibit A, CONSULTANT'S fee schedule attached hereto as Exhibit B, and CONSULTANT'S Additional Services Request for the Four Cities Coordinated Stevens Creek Trail Feasibility Study dated May 22, 2013, as more fully enumerated in Exhibit D, and CONSULTANT'S Additional Services Request for the Four Cities Coordinated Stevens Creek Trail Feasibility Study dated April 9, 2015, as more fully enumerated in Exhibit E, which are incorporated herein by this reference. The documents comprising the complete contract are collectively referred to as the Contract Documents.

Any and all obligations of the CITY and the CONSULTANT are fully set forth and described therein.

All of the above documents are intended to cooperate so that any work called for in one and not mentioned in the other or vice versa is to be executed the same as if mentioned in all documents.

4. Compensation

Replace the existing section with the following:

Total compensation payable under this agreement shall not exceed One Hundred Ninety Six Thousand Seven Hundred Seventy Four and No/100 dollars (\$196,774.00). Payment shall be made within thirty (30) days of receipt of an accurate, itemized invoice by CITY'S Accounts Payable Unit.

All other terms and conditions remain unchanged.

IN WITNESS WHEREOF, the parties have executed this Second Agreement Amendment.

ATTEST:

CITY OF SUNNYVALE ("CITY")

By \_\_\_\_\_  
City Clerk

By \_\_\_\_\_  
City Manager

APPROVED AS TO FORM:

JANA SOKALE  
ENVIRONMENTAL PLANNING  
("CONSULTANT")

By \_\_\_\_\_  
City Attorney

By \_\_\_\_\_

\_\_\_\_\_  
Name and Title



April 9, 2015

Manuel Pineda  
City of Sunnyvale  
650 West Olive Avenue  
Sunnyvale, CA 94088

Subject: Proposal for Additional Services for the  
Four Cities Coordinated Stevens Creek Trail Feasibility Study

Dear Mr. Pineda:

We are pleased to submit our proposal for additional services to complete the Four Cities Coordinated Stevens Creek Trail Feasibility Study. You have requested services for the tasks identified below:

I. MEETINGS

- A. Attend three (3) public meetings in Sunnyvale, Cupertino and Los Altos/Mountain View to receive feedback on the draft feasibility report.
- B. Develop presentation materials for the public meetings.
- C. Attend seven (7) meetings with the Citizens Work Group (CWG) and Joint Cities Working Team (JCWT) to receive feedback on the draft feasibility report and their alignment recommendations.
- D. Develop presentation materials for the Citizens Working Group and Joint Cities Working Team meetings.
- E. Attend four (4) meetings with the four City Councils to present the feasibility study, communicate the Citizens Working Group recommendation and respond to questions.
- F. Develop presentation materials for the City Council meetings.
- G. Attend as many as four (4) meetings with staff to prepare for public meetings and Council presentations and to review the last round of comments for incorporation into the final feasibility report.

II. PREPARE THE WORKING GROUP RECOMMENDATION

- A. Prepare a draft and final Citizens Working Group Recommendation for submission to the Joint Cities Working Team and City Councils. This concise document will include written description and map of their preferred alignment(s) and their rationale for selecting the route(s).

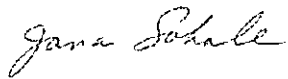
III. PREPARE THE FINAL FOUR CITIES COORDINATED STEVENS CREEK TRAIL FEASIBILITY REPORT

- A. Incorporate feasibility analysis and factual error comments from staff, Citizens Working Group, Joint Cities Working Team and City Councils from the four cities into the Final Four Cities Coordinated Stevens Creek Trail Feasibility Report.

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A scope of work and associated task/fee breakdown covering these tasks is attached for your review. If there are any questions regarding these additional services, please do not hesitate to contact me. Thank you for your consideration.

Sincerely,



Jana Sokale  
Principal Planner

Attachments: Additional Services Scope of Work  
Additional Services Task/Fee Breakdown

## Attachment A – Additional Services Scope of Work

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### SCOPE OF WORK

This additional services request covers work to complete the public review of the draft feasibility report, prepare the Citizens Working Group recommendation and produce the Final Four Cities Coordinated Stevens Creek Trail Feasibility Report. The request also includes a reimbursable expense allowance for reproduction of the Final Four Cities Coordinated Stevens Creek Trail Feasibility Study.

- I. **MEETINGS** – The Consultants will attend and participate in a variety of meetings to complete the public input process for the Four Cities Coordinated Stevens Creek Trail Feasibility Study. The meeting will be held with staff, Citizens Working Group, Joint Cities Working Team and the four City Councils. The Consultants may prepare presentation materials for these meetings.
  - A. Attend three (3) public meetings in Sunnyvale, Cupertino and Los Altos/Mountain View to receive feedback on the draft feasibility report.
  - B. Develop presentation materials for the public meetings.
  - C. Attend seven (7) meetings with the Citizens Work Group (CWG) and Joint Cities Working Team (JCWT) to receive feedback on the draft feasibility report and their alignment recommendations.
  - D. Develop presentation materials for the Citizens Working Group and Joint Cities Working Team meetings.
  - E. Attend four (4) meetings with the four City Councils to present the feasibility study, communicate the Citizens Working Group recommendation and respond to questions.
  - F. Develop presentation materials for the City Council meetings.
  - G. Attend as many as four (4) meetings with staff to prepare for public meetings and Council presentations and to review the last round of comments for incorporation into the final feasibility report.
- II. **PREPARE THE WORKING GROUP RECOMMENDATION** – The Consultants will meet with the Citizens Working Group to receive comments on the draft feasibility report and craft a document highlighting their recommendations for a preferred trail alignment or alignments.
  - A. Prepare a draft Citizens Working Group Recommendation for submission to the Joint Cities Working Team and City Councils. This concise document will include written description and map of their preferred alignment(s) and their rationale for selecting the route(s).
  - B. Prepare the final Citizens Working Group Recommendation for submission to the Joint Cities Working Team and City Councils.
- III. **PREPARE THE FINAL FOUR CITIES COORDINATED STEVENS CREEK TRAIL FEASIBILITY REPORT** – The consultant team will incorporate feasibility and factual error comments from staff, Citizens Working Group, Joint Cities Working Team and City Councils from the four cities into the Final Four Cities Coordinated Stevens Creek Trail Feasibility Report. The City Project Manager will consolidate all comments into a single redline document for the consultant. The consultant will submit forty (40) hard copies, four (4) unbound originals (one for each city) and an electronic file (one for each city). The Final Feasibility Report will include:

Executive Summary

Chapter 1. Purpose and Benefits

Chapter 2. Feasibility Criteria and Existing Conditions

## **Attachment A – Additional Services Scope of Work**

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Chapter 3. Alignment Options  
Chapter 4. Pedestrian/Bicycle Paths  
Chapter 5. On-Street Routes  
Chapter 6. Development Challenge  
Chapter 7. References  
Chapter 8. Appendices  
    Appendix A - Summary of Meetings  
    Appendix B - Summary of Studied Routes

- IV. REIMBURSABLE ALLOWANCE FOR REPRODUCTION OF THE FINAL FEASIBILITY REPORT – A reimbursable allowance is requested for the reproduction of the Final Four Cities Coordinated Stevens Creek Trail feasibility Report.

### **FEE PROPOSAL**

The total cost to provide additional services for the Four Cities Coordinated Stevens Creek Trail Feasibility Study will not exceed \$15,021.81 as summarized below and detailed in the attached task/fee breakdown (Attachment B).

<b><u>TASK</u></b>	<b><u>FEE</u></b>
I. MEETINGS	\$14,295.00
II. WORKING GROUP RECOMMENDATION	\$ 3,565.00
III. FINAL FEASIBILITY REPORT	\$ 6,655.00
IV. REIMBURSABLE ALLOWANCE FOR REPORT REPRODUCTION	<u>\$ 2,500.00</u>
TOTAL ADDITIONAL SERVICES	\$27,015.00
LESS AMOUNT REMAINING IN CURRENT CONTRACT	<u>\$11,993.19</u>
TOTAL ADDITIONAL SERVICES REQUEST	<b>\$15,021.81</b>

Attachment B - Additional Services Task/Fee Breakdown

Four Cities Coordinated Stevens Creek Trail Feasibility Study									
ADDITIONAL SERVICES REQUEST - TASK/FEE BREAKDOWN									
Jana Sokale Environmental Planning				Hill Associates			TOTAL BY PHASE		
Sokale		CE		Hill		Lopez			
\$125		\$65		\$150		\$95			
I. MEETINGS									
A. Attend three (3) Public Meetings, assumes 3 hours/meeting									
B. Develop Presentation Materials for Public Meetings									
C. Attend seven (7) Meetings with Citizens Working Group and Joint Cities Working Team, assumes 2 hours									
D. Develop Presentation Materials for Citizens Working Group and Joint Cities Working Team									
E. Attend four (4) Meetings with City Councils, assumes 3 hours/meeting									
F. Develop Materials for City Council Presentations									
G. Attend four (4) Meetings with staff to prepare for public meetings/presentations and finalizing report, assumes 2 hours									
TOTAL HOURS PER PERSON				67.00		10.00		25.00	
TOTAL AMOUNTS				\$8,375.00		\$650.00		\$3,750.00	
MEETING TOTAL								\$14,295.00	
II. WORKING GROUP RECOMMENDATION									
A. Prepare Draft Citizens Working Group Recommendation and Map									
B. Prepare Final Citizens Working Group Recommendation and Map									
TOTAL HOURS PER PERSON				10.00		3.00		4.00	
TOTAL AMOUNTS				\$1,250.00		\$195.00		\$600.00	
WORKING GROUP RECOMMENDATION TOTAL								\$3,565.00	

<b>III. FINAL FEASIBILITY REPORT</b>							
<b>A</b>	Prepare and Submit Final Feasibility Report Incorporating Staff Comments						
i.	Executive Summary						
1.	Purpose and Benefits						
2.	Feasibility Criteria and Existing Conditions						
3.	Alignment Options						
4.	Pedestrian/Bicycle Paths						
5.	On-Street Routes						
6.	Development Challenge						
7.	References						
	Appendices						
	Appendix A - Summary of Meetings						
	Appendix B - Summary of Studied Routes						
<b>B</b>	Manage Project						
<b>TOTAL HOURS PER PERSON</b>							
<b>TOTAL AMOUNTS</b>							\$6,655.00
<b>FINAL FEASIBILITY REPORT TOTAL</b>							\$6,655.00
<b>TOTAL HOURS PER PERSON</b>							
<b>TOTAL AMOUNTS</b>							\$24,515.00
<b>REIMBURSABLE EXPENSE ALLOWANCE</b>							\$2,500.00
<b>TOTAL BY CONSULTANT</b>							\$27,015.00