

Name of Project: **PSC & Ulatis Soil Assessment and Bank Stabilization Project**

SOLANO COUNTY WATER AGENCY

AGREEMENT FOR PROFESSIONAL SERVICES (Professional Services/Consultant)

THIS AGREEMENT, effective **July 1, 2023**, is between SOLANO COUNTY WATER AGENCY, a public agency existing under and by virtue of Chapter 573 of the 1989 statutes of the State of California, hereinafter referred to as "Agency," and **Victor P. Claassen**, hereinafter referred to as "Contractor."

The Agency requires services for **PSC & Ulatis Soil Assessment and Bank Stabilization Project**; and the Contractor is willing to perform these services pursuant to the terms and conditions set out in this Agreement.

IT IS MUTUALLY AGREED, as follows:

1. SCOPE OF SERVICES

The Agency hereby engages the Contractor, and the Contractor agrees to perform the services for **PSC & Ulatis Soil Assessment and Bank Stabilization Project**, as described in Exhibit A, in accordance with the terms of this Agreement and any applicable laws, codes, ordinances, rules or regulations. In case of conflict between any part of this Agreement, this Agreement shall control over any Exhibit.

2. COMPENSATION

Compensation for services shall be as follows: Hourly rate of personnel plus any allowed reimbursable expenses based on unit costs as indicated on any allowed reimbursable expense in Exhibit B **not to exceed \$170,000** for all work contemplated by this Agreement.

3. METHOD OF PAYMENT

Payment for services will be approved by the Agency's representative only if all contract requirements have been met.

Invoices must be submitted monthly, and upon approval of the Agency's representative, the Agency shall pay the Contractor monthly in arrears for fees and allowed expenses incurred the prior month. *Invoices that are over 6 months old will not be approved or paid by the Agency.* **In no event shall the cumulative total paid pursuant to this agreement exceed the maximum amount provided for in paragraph 2 of this Agreement.**

Every invoice shall specify hours worked for each task identified in Exhibit A undertaken. To be approved by payment, any allowed reimbursable expenses will need supporting written documentation such as receipts and mileage logs.

Each invoice shall be accompanied by a spreadsheet showing, by month, costs incurred to date for the project broken down by the Tasks identified in Exhibit A. The spreadsheet shall show, for each task, budget amounts, total expended and remaining amounts. The spreadsheet shall show a subtotal for each fiscal year covered by the contract. Any amendments to the contract shall be listed and incorporated into spreadsheet. An example of a typical spreadsheet shall be provided by the Agency.

4. **TIME OF PERFORMANCE**

This Agreement shall become effective as of the date it is executed and said services will take place between this date and **June 30, 2024** as directed by the Agency.

5. **MODIFICATION AND TERMINATION**

This Agreement may be modified or amended only by written instrument signed by the parties hereto, and the Contractor's compensation and time of performance of this Agreement shall be adjusted if they are materially affected by such modification or amendment.

Any change in the scope of the professional services to be done, method of performance, nature of materials or price thereof, or to any other matter materially affecting the performance or nature of the professional services will not be paid for or accepted unless such change, addition or deletion be approved in advance, in writing, by the Agency's General Manager.

This Agreement may be terminated by the Agency at any time, without cause, upon written notification to the Contractor. The Contractor may terminate this Agreement upon 30 days written notice to Agency.

Following termination by the Agency or the Contractor, the Contractor shall be reimbursed for all expenditures made in good faith in accordance with the terms of this Agreement that are unpaid at the time of termination.

6. **INDEMNIFY AND HOLD HARMLESS**

To the extent permitted by law, Consultant shall hold harmless, defend at its own expense, and indemnify Solano County Water Agency, its directors, officers, employees, and authorized volunteers, against any and all liability, claims, losses, damages, or expenses, including reasonable attorney's fees and costs, arising from all acts or omissions of Consultant or its officers, agents, or employees in rendering services under this contract; excluding, however, such liability, claims, losses, damages or expenses arising Solano County Water Agency's sole negligence or willful acts.

7. **INSURANCE**

Minimum Insurance Requirements: Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries or death to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Consultant, his agents, representatives, employees or sub-contractors.

Coverage - Coverage shall be at least as broad as the following:

1. **Commercial General Liability (CGL)** - Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 00 01) including products and completed operations, property damage, bodily injury, personal and advertising injury with limit of at least two million dollars (\$2,000,000) per occurrence or the full per occurrence limits of the policies available, whichever is greater. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (coverage as broad as the ISO CG 25 03, or ISO CG 25 04 endorsement provided to Solano County Water Agency) or the general aggregate limit shall be twice the required occurrence limit.
2. **Automobile Liability** – Insurance Services Office (ISO) Business Auto Coverage (Form CA 00 01), covering Symbol 1 (any auto) or if Consultant has no owned autos, Symbol 8 (hired) and 9 (non-owned) with limit of one million dollars (\$1,000,000) for bodily injury and property damage each accident.
3. **Workers' Compensation Insurance** - as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease. **Waiver of Subrogation:** The insurer(s) named above agree to waive all rights of subrogation against the Solano County Water Agency, its elected or appointed officers, officials, agents, authorized volunteers and employees for losses paid under the terms of this policy which arise from work performed by the Named Insured for the Agency; but this provision applies regardless of whether or not the Solano County Water Agency has received a waiver of subrogation from the insurer.

If the Consultant maintains broader coverage and/or higher limits than the minimums shown above, the Solano County Water Agency requires and shall be entitled to the broader coverage and/or higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the Solano County Water Agency.

Other Required Provisions - The general liability policy must contain, or be endorsed to contain, the following provisions:

1. **Additional Insured Status:** Solano County Water Agency, its directors, officers, employees, and authorized volunteers are to be given insured status (at least as broad as ISO Form CG 20 10 10 01), with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations.

2. **Primary Coverage:** For any claims related to this project, the Consultant's insurance coverage shall be primary at least as broad as ISO CG 20 01 04 13 as respects to the Solano County Water Agency, its directors, officers, employees and authorized volunteers. Any insurance or self-insurance maintained by the Solano County Water Agency its directors, officers, employees and authorized volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

Notice of Cancellation: Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the Solano County Water Agency.

Self-Insured Retentions - Self-insured retentions must be declared to and approved by the Solano County Water Agency. The Solano County Water Agency require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or Solano County Water Agency.

Acceptability of Insurers - Insurance is to be placed with insurers having a current A.M. Best rating of no less than A: VII or as otherwise approved by Solano County Water Agency.

Verification of Coverage – Consultant shall furnish the Solano County Water Agency with certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the Solano County Water Agency before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The Solano County Water Agency reserves the right to require complete, certified copies of all required insurance policies, including policy Declaration pages and Endorsement pages.

Sub-contractors - Consultant shall require and verify that all sub-contractor maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that Solano County Water Agency its directors, officers, employees, and authorized volunteers are an additional insured are an additional insured on Commercial General Liability Coverage.

8. **COMPLIANCE WITH LAW**

The Contractor shall be subject to and comply with all federal, state and local laws and regulations applicable with respect to its performance under this Agreement, including but not limited to, licensing, employment and purchasing practices; and wages, hours and conditions of employment.

9. **RECORD RETENTION**

Except for materials and records, delivered to the Agency, the Contractor shall retain all materials and records prepared or obtained in the performance of this Agreement, including financial records, for a period of at least three years after the Contractor's receipt of the

final payment under this Agreement. Upon request by the Agency, the Contractor shall make such materials and records available to the Agency at no additional charge and without restriction or limitation to State and federal governments at no additional charge.

10. **OWNERSHIP OF DOCUMENTS**

All materials and records of a finished nature, such as final plans, specifications, reports and maps, prepared or obtained in the performance of this Agreement, shall be delivered to and become the property of the Agency. All materials of a preliminary nature, such as survey notes, sketches, preliminary plans, computations and other data, prepared or obtained in the performance of this Agreement, shall be made available, upon request, to the Agency at no additional charge and without restriction or limitation on their use.

11. **SUBCONTRACT AND ASSIGNMENT**

This Agreement binds the heirs, successors, assigns and representatives of the Contractor. The Contractor shall not enter into subcontracts for any work contemplated under this Agreement and shall not assign this Agreement or monies due or to become due, without the prior written consent of the General Manager of the Agency or his designee, subject to any required state or federal approval.

12. **NONRENEWAL**

The Contractor understands and agrees that there is no representation, implication, or understanding that the services provided by the Contractor under this Agreement will be purchased by the Agency under a new agreement following expiration or termination of this Agreement, and waives all rights or claims to notice or hearing respecting any failure to continue purchase of all or any such services from the Contractor.

13. **NOTICE**

Any notice provided for herein are necessary to the performance of this Agreement and shall be given in writing by personal delivery or by prepaid first-class mail addressed as follows:

AGENCY

Chris Lee, General Manager
Solano County Water Agency
810 Vaca Valley Parkway, Suite 203
Vacaville, CA 95688

CONTRACTOR

Victor P. Claassen
2446 Bucklebury Road
Davis, CA 95616

The parties have executed this Agreement the day and year first above written. If the Contractor is a corporation, documentation must be provided that the person signing below for the Contractor has the authority to do so.

Solano County Water Agency
a Public Agency

By: _____
Chris Lee
General Manager

By: _____
Victor P. Claassen, PhD
Research Soil Scientist

FOR SCWA USE ONLY

Contract Period: July 1, 2023 to June 30, 2024
File Number: AG-V-5
Account Manager: Alex Rabidoux
G/L Account #: Varies (see Exhibit A)
Job Cost #: ----
Contract Type: Professional Services

EXHIBIT A

SCOPE OF SERVICES

Task 1 – Putah South Canal, Vegetative & Bank Stabilization Trials **\$65,000**

G/L Account #: 6140SC-4748

Continue to develop vegetative and bank stabilization trials at several locations along the Putah South Canal (PSC). Work with SID pest management and operations staff to maintain existing vegetative trials. Scale up 1-2 large vegetative trials along the PSC. Work with SCWA and SID staff during the scale-up process, to develop mechanized methods for successful large-scale vegetative trials. Update the Standard Operating Procedures (SOPs) to reflect the scaled-up and mechanized methods developed.

- Maintain and refine existing vegetative trials.
- Work with SCWA-SID staff to develop mechanized methods.
- Scale up 1-2 large trials using mechanized methods.
- Update the SOPs to reflect the new methods.
- Document lessons learned from the 21-22, 22-23, 23-24 seasons.

Deliverable 1-A: Prepare a succinct report (a) discussing key activities in FYs 21-22, 22-23, 23-24, (b) lessons learned and improvements made each year, (c) recommended seed/plug/rhizome mixtures, and (d) mixture recipe for the entire PSC. March-2024.

Deliverable 1-B: Presentations to the Solano Water Advisory Commission (SWAC), Napa-Solano WQ Meeting, PSC Users Meeting, and potentially the SCWA Board of Directors.

Task 2 – Ulatis Flood Control Project, Vegetative & Bank Stabilization Trials **\$65,000**

G/L Account #: 6140U-4748

Continue to develop vegetative and bank stabilization trials at several locations along the Ulatis Flood Control Project (UFCP). Work with the County Channels Crew to develop several new and existing vegetative trials. Scale up 1-2 large vegetative trials along the UFCP. Work with SCWA and County staff during the scale-up process, to develop mechanized methods for successful large-scale vegetative trials. Update the Standard Operating Procedures (SOPs) to reflect the scaled-up and mechanized methods developed.

- Develop, maintain, and refine existing vegetative trials.
- Work with SCWA-County staff to develop mechanized methods.
- Scale up 1-2 large trials using mechanized methods.
- Update the SOPs to reflect the new methods.
- Document lessons learned from the 21-22, 22-23, 23-24 seasons.

Deliverable 2-A: Prepare a succinct report combined with Deliverable 1-A above (a) discussing key activities in FYs 21-22, 22-23, 23-24, (b) lessons learned and improvements made each year, (c) recommended seed/plug/rhizome mixtures, and (d) mixture recipe for the entire UFCP. March-2024.

Deliverable 2-B: Presentations to the Solano Water Advisory Commission (SWAC), Napa-Solano WQ Meeting, PSC Users Meeting, and potentially the SCWA Board of Directors.

Task 3 – Nishikawa Support **\$20,000**

G/L Account #: 6622SC – Planning and Permitting

Provide technical support and expertise on the Nishikawa vegetative plots and plantings. Develop SOP plans and goals for the vegetative plots, working closely with Water Agency staff. Provide key details to Water Agency staff for inclusion into the Nishikawa Restoration contract documents. Water Agency staff will conduct the actual planting, weeding, and irrigation of the plots and plantings.

Task 4 – Peterson Ranch Vegetative Plots **\$10,000**

As requested by Water Agency staff, provide technical support on the Peterson Ranch Vegetative Plots. Develop plans and goals for the vegetative plots, working closely with Water Agency staff. Conduct periodic inspections and provide technical expertise on the Peterson Ranch Plots.

Task 5 – Other Project Support **\$10,000**

Provide technical support and expertise on other vegetative and bank stabilization projects not included above, as directed by Water Agency staff.

EXHIBIT B

RATE OF COMPENSATION

ITEM	RATE & DESCRIPTION
Hourly Rate	\$130 / hour
Mileage	IRS Annual Mileage Rate
Reimbursements	Include Copies of All Receipts, No Overhead Charges