



City of Biggs

Agenda Item for the
Next regular City Council Meeting
February 9, 2016 at 6:30pm

**To: Honorable Mayor
And Members of the City Council**

Date: February 3, 2016

From: Trin Campos, PE – City Engineer

Subject: Task Order No. 36 for the City's Lot Split Project

Background

The City desires to formally split a small 11,325 square foot parcel into two parcels to appeal to better buyers. The property is located at 3069 8th Street in the City. The APN for the parcel is 001-173-006-000.

We are requesting that the Council authorize the City Administrator to contract and approve Task Order No. 36. This task request is in the amount of \$1,376.

Recommendation

It is recommended that the Council authorize the City Administrator to authorize the City Administrator to execute the Task Order No. 36 in the amount of \$1,376.



CITY OF BIGGS

465 C STREET
P.O. BOX 307
BIGGS, CALIFORNIA 95917
TELEPHONE (530) 868-5493
www.biggs-ca.gov

Date: January 21, 2016

TASK ORDER No. 36

Bennett Engineering Services
1082 Sunrise Ave, Ste 100
Roseville, CA 95661

This Task Order authorizes you to provide the professional services described below. Services are to be performed in accordance with the Agreement dated June 21, 2011 between the City of Biggs and Bennett Engineering Services, as amended.

Project Name: Lot Split of APN 001-173-006

Budget: \$1,376. To be invoiced at Special City Assignments for the City Engineer per Agreement and Revised Compensation Schedule for Fiscal Year 2015/2016, effective July 1, 2014.

Scope of Work: Services include Engineering duties for the Lot Split as described in attached Exhibit A, Scope of Services dated January 21, 2016 and Exhibit B, Fee Estimate dated January 21, 2016.

City of Biggs

Approved: _____
Mark Sorensen, City Administrator

Date: _____

Bennett Engineering Services

Approved: _____
Orin N. Bennett, President

Date: _____

EXHIBIT A: Scope of Services

To **TASK ORDER NO. 36**

Client: City of Biggs
Consultant: Bennett Engineering Services Inc
Project: Lot Split of APN 001-173-006
Date: January 21, 2016



TRUSTED ENGINEERING ADVISORS

Bennett Engineering Services
1082 Sunrise Avenue, Suite 100
Roseville, California 95661

T 916.783.4100

F 916.783.4110

www.ben-en.com

Consultant's services shall be limited to those expressly set forth below, and Consultant shall have no other obligations or responsibilities for the Project or to the Client except as agreed to in writing or as provided in this Agreement. All of Consultant's services in any way related to the Project or Client shall be subject to the terms of this Agreement.

TASK 1. Research

Obtain property descriptions and existing mapping, if any, for the current parcel (APN 001-173-006).

TASK 2. Prepare Boundaries of Proposed Lot Split

Prepare new boundaries and legal description for the proposed lot split.

TASK 3. Prepare Legal Description

Prepare legal descriptions of the parcels created in Task 2 to be used for recordation with the Butte County Recorder. Compute closure calculations for the descriptions.

DELIVERABLES:

- Hard copy of boundary descriptions

ASSUMPTIONS:

- Recordation of documents and fees involved will be by others
- No Parcel Map will be required
- No Surveying or corner setting will be required

INITIALS:

EXHIBIT B: Fee Estimate

TO TASK ORDER NO. 36

Client: City of Biggs

Consultant: Bennett Engineering Services Inc

Project: Lot Split of APN 001-173-006

Date: January 21, 2016



Task	Principal Engineer 120 \$/hr		Project Manager IV 120 \$/hr		Engineer III 120 \$/hr		Administrative 65 \$/hr		BEN EN Subtotal		MISC. EXPENSES	TOTAL
	Qty	Cost	Qty	Cost	Qty	Cost	Qty	Cost	Qty	Cost		
1. Research	hrs	\$0	hrs	\$0	1 hrs	\$120	1 hrs	\$65	2 hrs	\$185	\$10	\$195
2. Prepare Boundaries of Proposed Lot Split	hrs	\$0	1 hrs	\$120	2 hrs	\$240	hrs	\$0	3 hrs	\$360	\$10	\$370
3. Prepare Legal Descriptions	1 hrs	\$120	1 hrs	\$120	4 hrs	\$480	1 hrs	\$65	7 hrs	\$785	\$26	\$811
PROJECT TOTAL	1 hrs	\$120	2 hrs	\$240	7 hrs	\$840	2 hrs	\$130	12 hrs	\$1,330	\$46	\$1,376

Additional Fee Information

- ▶ This fee estimate is valid for 90 days.
- ▶ This fee estimate contains an abbreviated list of staff classifications and does not restrict BEN|EN to those classifications. The Standard Rate Schedule with a full list of staff classifications is available upon request.
- ▶ Standard hourly rates do not apply to a demand to perform work during an overtime period. Work required to be performed during an overtime period (as mandated by California law) will be charged at a 50% premium.
- ▶ Substantial changes in the required scope of work or schedule may result in the revision of the proposed fees and total contract amount.

INITIALS:
