



## City of Biggs

Agenda Item for the  
Next regular City Council Meeting  
June 14, 2016 at 6:30pm

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

Date: **June 8, 2016**

From: **Trin Campos, PE – City Engineer**

Subject: **Amendment to 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 8<sup>th</sup> Street in the City. The APN for the parcel is 001-173-006-000.

Council approved Task Order 36 on February 9, 2016 in the amount of \$1,376 to prepare the new boundary and legal descriptions for the proposed lots. City staff has determined that preparation of a Tentative Parcel Map is also necessary per the Subdivision Map Act and City of Biggs requirements.

We are requesting that the Council authorize the City Administrator to approve an Amendment to Task Order No. 36 in the amount of \$16,285, which will cover the cost of preparation of the parcel map as described in the attached Exhibit A – Scope of Services and Exhibit B – Fee Estimate. With this amendment, the revised total budget for Task Order 36 would be \$17,661.

### **Recommendation**

It is recommended that the Council authorize the City Administrator to execute the Amendment to Task Order No. 36 in the amount of \$16,285.

# EXHIBIT A: Scope of Services

To AMENDMENT to TASK ORDER No. 36

Client: City of Biggs  
Consultant: Bennett Engineering Services Inc  
Project: Lot Split of APN 001-173-006  
Date: June 8, 2016



- TASK 1. Research**  
Review the title report and complete field research of the parcel boundary. Obtain existing mapping from county.
- TASK 2. Boundary & Topographic Survey**  
Complete field survey to locate existing evidence to determine and establish the boundary. Provide base map for tentative map purposes utilizing above ground and field survey.
- TASK 3. Boundary Resolution**  
Calculate the boundary and resolve the boundary closures for each parcel.
- TASK 4. Tentative Parcel Map**  
Prepare tentative subdivision map in accordance with current City of Biggs Planning Department requirements and checklist. Submit to City and process through approval.
- TASK 5. Final Parcel Map**  
Prepare a Parcel Map consistent with the requirements of the Subdivision Map Act and City of Biggs, including preparation of closure calculations, preparation of title sheet for final recordation, and processing the map through the county map check process. Process through approval and ready for recordation including coordination with the title company.
- TASK 6. Monumentation**  
Set property corner monuments as required by City of Biggs and the Subdivision Map Act.

## DELIVERABLES:

- Tentative Map – 8 copies
- Final Map – 4 copies

INITIALS:

\_\_\_\_\_

## Exhibit B: Fee Estimate

To AMENDMENT to TASK ORDER No. 36

Client: City of Biggs

Consultant: Bennett Engineering Services Inc

Project: Lot Split of APN 001-173-006

Date: June 8, 2016



### Fee Estimate

| Task                             | Project Manager III<br>120 \$/hr |                | Designer III<br>120 \$/hr |                | Administrative<br>65 \$/hr |             | BEN EN<br>Subtotal |                | MISC.<br>EXPENSES | Surveyor<br>Contract | TOTAL           |
|----------------------------------|----------------------------------|----------------|---------------------------|----------------|----------------------------|-------------|--------------------|----------------|-------------------|----------------------|-----------------|
|                                  | Qty                              | Cost           | Qty                       | Cost           | Qty                        | Cost        | Qty                | Cost           |                   |                      |                 |
| 1. Research                      | hrs                              | \$0            | hrs                       | \$0            | hrs                        | \$0         | hrs                | \$0            | \$0               | \$575                | \$575           |
| 2. Boundary & Topographic Survey | hrs                              | \$0            | 4 hrs                     | \$480          | hrs                        | \$0         | 4 hrs              | \$480          | \$20              | \$4,600              | \$5,100         |
| 3. Boundary Resolution           | 4 hrs                            | \$480          | 8 hrs                     | \$960          | hrs                        | \$0         | 12 hrs             | \$1,440        | \$70              | \$575                | \$2,085         |
| 4. Tentative Parcel Map          | 6 hrs                            | \$720          | 24 hrs                    | \$2,880        | hrs                        | \$0         | 30 hrs             | \$3,600        | \$180             | \$0                  | \$3,780         |
| 5. Final Parcel Map              | 4 hrs                            | \$480          | 24 hrs                    | \$2,880        | 1 hrs                      | \$65        | 29 hrs             | \$3,425        | \$170             | \$0                  | \$3,595         |
| 6. Monumentation                 | hrs                              | \$0            | hrs                       | \$0            | hrs                        | \$0         | hrs                | \$0            | \$0               | \$1,150              | \$1,150         |
| <b>PROJECT TOTAL</b>             | <b>14 hrs</b>                    | <b>\$1,680</b> | <b>60 hrs</b>             | <b>\$7,200</b> | <b>1 hrs</b>               | <b>\$65</b> | <b>75 hrs</b>      | <b>\$8,945</b> | <b>\$440</b>      | <b>\$6,900</b>       | <b>\$16,285</b> |

### 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.

INITIALS:

\_\_\_\_\_  
\_\_\_\_\_