

**SUCCESSOR AGENCY  
TO THE COMMUNITY DEVELOPMENT COMMISSION  
OF THE CITY OF HUNTINGTON PARK**



**Regular Meeting Agenda  
October 20, 2014**

6:00 p.m.  
City Hall Council Chambers  
6550 Miles Avenue  
Huntington Park, CA 90255

**CALL TO ORDER**

**ROLL CALL**

Chair Rosa E. Perez  
Vice Chair Karina Macias  
Board Member Mario Gomez  
Board Member Ofelia Hernandez  
Board Member Valentin Palos Amezcuita

**PUBLIC COMMENT**

This is the time and place for the general public to address the Successor Agency on matters within their jurisdiction. Items not included previously on the agenda may only be referred to staff for administrative action or scheduled on a subsequent agenda for discussion.

**REGULAR AGENDA**

- 1. Authorization to Amend a Professional Services Agreement with Geosyntec Consultants to Revise their Scope of Work to include Additional Work Required for the Completion of the Southland Steel Clean-up**

RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Approve an amendment with Geosyntec Consultants to include costs associated with the cleanup of the Southland Steel Project in an additional amount-not-to exceed \$197,575; and
2. Authorize the Executive Director to Successor Agency to execute the amendment in a form approved by legal counsel.

**ADJOURNMENT**

I Donna G. Schwartz, hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted at City of Huntington Park City Hall and made available at [www.hpca.gov](http://www.hpca.gov) on the 16<sup>th</sup> of October, 2014.



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Donna G. Schwartz, CMC  
Interim Secretary

# **CITY OF HUNTINGTON PARK**

## Successor Agency Board Agenda Report

October 20, 2014

Honorable Chair and Members of the Successor Agency Board  
City of Huntington Park  
6550 Miles Avenue  
Huntington Park, CA 90255

Dear Members of the Successor Agency Board of the Community Development Commission of the City of Huntington Park:

### **AUTHORIZATION TO AMEND A PROFESSIONAL SERVICES AGREEMENT WITH GEOSYNTEC CONSULTANTS TO REVISE THEIR SCOPE OF WORK TO INCLUDE ADDITIONAL WORK REQUIRED FOR THE COMPLETION OF THE SOUTHLAND STEEL CLEAN-UP**

#### **IT IS RECOMMENDED THAT THE SUCCESSOR AGENCY BOARD:**

1. Approve an amendment with Geosyntec Consultants to include costs associated with the cleanup of the Southland Steel Project in an additional amount-not-to exceed \$197,575
2. Authorize the Executive Director to Successor Agency to execute the amendment in a form approved by legal counsel

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

For the last six months staff has been diligently working with the Department of Toxic Substances Control (DTSC) under the California Land Reuse Revitalization Program (CLLRA), and has made significant progress in completing a Response Plan (Plan) which outlines a cleanup strategy for the soil, soil vapor and groundwater for the Southland Steel property. On October 2, 2014, after a 30-day public review period, the Response Plan was approved for implementation by DTSC.

Due to the complexity of the work involved in the remediation process, the City has been incurring additional unanticipated expenses under the current contract with Geosyntec, the City's environmental consulting firm. In addition, during recent discussions regarding recent groundwater testing results obtained by Geosyntec, DTSC recommended that two additional groundwater wells be installed adjacent to the Marvin Electric site in order to obtain a better understanding of the direction of groundwater flow. These results could demonstrate that contaminants at the Southland Steel site are migrating from different directions, and allow the City to establish a "de minimus" contribution of

**AUTHORIZATION TO AMEND A PROFESSIONAL SERVICES AGREEMENT WITH GEOSYNTEC TO REVISE THEIR SCOPE OF WORK TO INCLUDE ADDITIONAL WORK REQUIRED FOR THE COMPLETION OF THE SOUTHLAND STEEL CLEAN UP**

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contamination. The additional costs for the wells are estimated at \$80,000 plus laboratory testing costs.

The additional work necessary to complete the project includes:

*Environmental Consulting Services*

- Construction Management services to coordinate the work for soil excavation and additional well installation activities, attend meetings with DTSC and prepare reports documenting agreements regarding cleanup strategies
- Submit application permits required by SCAQMD,
- Prepare land survey and develop a topographic map

*Ground water well installation/monitoring*

- Installation of additional 2 groundwater wells adjacent to the Marvin Electric site
- Prepare reports required by DTSC regarding results from well testing
- Relocation of new wells due to unknown underground concrete obstructions
- laboratory analysis costs for groundwater testing

Staff recommends amending Geosyntec's contract from \$210,581 to a total of \$408,156, to reflect the additional scope of work required to complete the project. The table below illustrates a summary of the budget amount authorized under the current contract (\$210,581) and estimated costs for the additional work (\$197,575).

<b>SOUTHLAND STEEL PROJECT</b>			
<b>Category</b>	<b>Approved Contract</b>	<b>Additional Costs</b>	<b>Total</b>
Construction Mngmt	76,581	75,525	152,106
well installation/testing	134,000	101,750	235,750
<u>Other costs:</u>			
Land survey	-	7,290	7,290
Permits (SCAQMD)	-	10,510	10,510
Grading Plan	-	2,500	2,500
<b>TOTAL</b>	<b>\$ 210,581</b>	<b>\$ 197,575</b>	<b>\$ 408,156</b>
Laboratory Analysis*			150,000

*Laboratory analysis costs to be invoiced as direct project expense and paid on a reimbursable basis*

In addition to these expenses, there are additional direct costs associated soil excavation which requires soil sampling and lab testing. These expenses are

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estimated at \$125,000 - \$150,000 and will be invoiced to the City at cost to the project and paid as reimbursable expenses. As such, these expenses are not part of the total contract with Geosyntec.

**FISCAL IMPACT/FINANCING**

There will be no impact to the General fund as a result of this action. Soil and soil vapor remediation expenses will be paid from a \$1.2 million loan/grant received from DTSC and EPA. Any costs exceeding this amount will be paid from proceeds of the sale of the property.

As investigations for remediation activities progress, staff has been able to more accurately quantify the costs associated with the cleanup. Based on updated figures, the estimated costs for soil and soil vapor remediation total \$1,564,847, which includes a contingency factor. Additionally there are additional costs associated with the installation of six groundwater wells and testing totaling \$235,750. These costs exclude future groundwater cleanup and monitoring expense, which are expected to be paid by the Buyer. The updated estimated project breakdown is illustrated in table below.

**SOUTHLAND STEEL ESTIMATED CLEANUP BUDGET**

Estimated Clean up Costs

***Soil/Soil Vapor VOCs***

1 Remediation (soil/soil vapor)	871,000
20% contingency	174,200
<b>Subtotal</b>	<b>1,045,200</b>
2 Construction Management	152,106
3 Lab test fees	150,000
4 Other fees and permits	20,300
5 Davis-Bacon monitoring	25,000
6 Legal fees	25,000
7 Dept. of Toxic Substances Control	60,000
8 Eco & Associates (Preparation of ResPlan)	40,000
<b>Subtotal</b>	<b>472,406</b>
10% contingency	47,241
<b>Subtotal \$</b>	<b>519,647</b>
<b>TOTAL \$</b>	<b>1,564,847</b>

9 Groundwater Wells installation/monitoring\* \$ 235,750

**Total Project Expenses \$ 1,800,597**

Notes:

\*Costs to install/test 6 new groundwater wells requested by DTSC

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**FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

On March 3, 2014, the City Council authorized staff to apply for funding in an amount of \$1,000,000 (\$800,000 loan/\$200,000 grant) to finance the clean-up of the Southland Steel property under the California Brownfields Revolving Loan Fund Program administered by the DTSC. The City received an additional clean-up grant of \$200,000 from the Environmental Protection Agency. The use of these two funding sources is restricted to remediation of the Southland Steel property. The sale of the property cannot be completed until soil and soil vapor clean-up is completed and liability for groundwater contamination is resolved.

**CONCLUSION**

Upon approval by Successor Agency and Oversight Board, the Executive Director will sign an amendment to the contract with Geosyntec Consultants in a form approved by legal counsel.

Respectfully submitted,



JULIO MORALES

Interim City Manager/Executive Director to the Successor Agency

**Attachment**

A – Proposal from Geosyntec for additional work

10 October 2014

Ms. Fernanda Palacios  
City of Huntington Park  
6550 Miles Ave.  
Huntington Park, CA 90255

Subject: Geosyntec Professional Agreement  
Former Southland Steel Site Remediation  
Geosyntec Project Numbers HC1479 and HC1488  
Contract Changes and Cost Forecast

Dear Ms. Palacios:

Geosyntec has proceeded with the work authorized in our Professional Services Agreement dated June 2, 2014 and First Amendment dated August 14, 2014 and Notices-to-Proceed issued by the City. We have endeavored to support the City in the execution of the subject project within the project funding and schedule constraints. In the interest of maintaining the project schedule Geosyntec implemented the following:

- Reviewed the Final Draft Remedial Action Workplan and the Final Draft Response Plan;
- Developed bid documents. Received multiple sets of comments and text replacements from the City Engineer and Attorney;
- Managed an aggressive bid process. There were 5 City initiated Addenda in the 2-week bid process;
- Executed additional work:
  - Installed 4 groundwater monitoring wells, collected samples for analysis, and performed laboratory analysis (First Amendment to Professional Services Agreement), and the additional work requested by the DTSC, and directed by the City for survey and groundwater sounding of wells offsite, relocation of a well after boring had commenced, unknown underground concrete obstructions

HC1479/HC1488 Additional Work

caused additional concrete coring, drill rig time, and labor, and “rushing” the laboratory analysis as requested by DTSC doubled the anticipated laboratory analytical costs.

- Prepared and submitted a South Coast Air Quality Management District Rule 1166 and 403 permit application (one permit application for both rules);
- Performed land survey and developed a topographic map of the existing site contours;
- Requested and conducted a meeting with the DTSC and City to discuss the initial footprint of excavation areas and details regarding confirmation testing criteria and evaluation. We drafted a Technical Memorandum and submitted same to the DTSC to document the agreements reached during the meeting.

In the process of providing these services, Geosyntec has identified and executed work that was required to support the project, but was not included in our original scope of work. In addition, the City has requested Geosyntec expand our scope of work which we have accepted. We have provided advance written notice of the out of scope work via email, prior to implementing. We have provided total estimated cost for the additional work when it could be estimated and provide periodic reports of the cost to date for the additional work that was not possible to accurately estimate. This letter quantifies the additional work performed to date and the forecasted labor and expense costs anticipated thru completion and requests corresponding funding be provided by contract amendment.

Listed below are descriptions of the additional work Geosyntec has performed. Cost estimates for the *additional* work are provided. The estimates are based upon actual costs thru September 28, 2014 and our estimate to complete the additional work as some tasks are ongoing.

**First Amendment - Install 4 Groundwater Monitoring Wells** - The City initiated changes to Geosyntec’s scope of work and includes the installation of 4 monitoring wells and two rounds of groundwater sampling and analysis. The First Amendment to our Professional Services Agreement was executed in the amount of \$134,000 for this work. The wells have been installed, the first round of sampling and analysis has been completed, and the completion report submitted to the DTSC. DTSC review and approval of the Report for the first round of sampling, the final groundwater sampling event, and reporting of that event remain to be completed.

During the installation of the wells the DTSC changed the location well EMW-3 after the boring of the hole had begun which required an additional mobilization and additional work for the concrete coring and the geophysical testing subcontractors. Well EMW-4 was relocated by DTSC before drilling had commenced, however, after coring thru 8-inches of concrete driveway, it was discovered that underneath the driveway was another 8-inch thick slab of concrete. Due to potential underground interference discovered when drilling at the new location, the well was moved a 2<sup>nd</sup> time resulting in yet additional costs. The additional concrete required additional mobilization of the concrete coring and geophysical testing subcontractors. The additional drilling resulted in additional decontamination of the driller's equipment, in turn, that resulted in additional decontamination water for disposal. We were also requested by the City to land survey existing wells and sound offsite wells per the DTSC's request, along with obtaining a "rush" on the laboratory analysis (analytical turnaround time reduced to minimum possible without waiting in cue) doubling the anticipated laboratory costs. The relocation of Well EMW-3 and the discovery of concrete underlying the existing concrete paving required additional work to core and clear obstructions with geophysical testing, and additional Geosyntec professional services to oversee the additional work and coordinate with DTSC. These events lengthened the project duration and added hours to our anticipated schedule and budget for the well installation.

The table below provides a list of the additional work and costs associated with the installation of the 4 additional groundwater monitoring wells.

<b>Install 4 Groundwater Wells</b>		
Scope of Work Item	Impact/Additional Work	Estimated Additional Cost
Additional concrete coring due to unanticipated site conditions of concrete existing beneath the concrete on the surface.	Unanticipated concrete obstructions resulted in additional mobilizations of coring subcontractor to core.	Expense: \$4,500
Relocation of EMW-3 at request of DTSC after bore hole was started at original	A. Changed scope of work. Impact of one day for additional drilling. Expense is subcontractor, BC2 Drilling, cost for an additional day. Labor cost is	A. Expense: \$5,500 A. Labor: \$1,800

location.	<p>Geosyntec’s cost for an additional day of oversight by Geologist.</p> <p>B. Additional mobilization to perform geophysical survey before drilling at new location. Subcontractor expense.</p> <p>C. Additional decontamination and purge water collection and disposal (related to additional coring and drilling). Expense for handling and disposal.</p>	<p>B. Expense: \$500</p> <p>C. Expense: \$3,000</p>
Land Survey of 4 existing groundwater wells at request of DTSC.	Not in scope of work. Additional labor by Land Survey subcontractor.	Expense: \$650
Laboratory analysis of groundwater samples.	DTSC requested “rush” turnaround times for laboratory analysis of groundwater samples. Laboratory is a third party expense.	Expense: \$3,000
Additional Geosyntec Task Leader time for coordinating and directing the changes in the scope of work associated with the 4 groundwater well installation.	Additional effort required by Task Leader due to changes in the work including coordination of subcontractors and phone discussions with DTSC. Approximately one day equivalent Geosyntec labor.	Labor: \$1,800
	Subtotal	\$20,750

**Review Existing Data** – Geosyntec was provided with a Draft Final Remedial Action Workplan dated March 14, 2014 to review. Geosyntec developed our proposal for managing the remedial action at the Site based upon that workplan. Then a second edition of the plan, now titled Draft Final Response Plan dated June 18, 2014, was submitted to the DTSC. Geosyntec then reviewed

the latest plan to understand the changes made from the previous revision. Re-review of Final Draft Response Plan after review of preceding Remedial Action Work Plan and additional meeting required additional hours to be spent that were not included in our scope of work and budget.

<b>Review Existing Data</b>		
Scope of Work Item	Impact/Additional Work	Estimated Additional Cost
Reviewed two plans, the Draft Final Remedial Action Workplan, and the Response Plan.	Proposal provided for one review of workplan, not two. Plus an additional meeting to discuss Plans.	Labor: \$5,240

**Topographical Land Survey** - At the direction of the City Geosyntec has provided a land survey and topographical contour map of the site. The survey and map were not part of the original Geosyntec scope of work. Since the City directed Geosyntec to proceed with the land survey and contour mapping, and invoice the cost as a project expense, no contract amendment is required for the survey services. However, Geosyntec incurred cost to procure the service, inspect the work and draft the topographical contour map in CAD. The labor to procure the survey services, including obtaining 3 competitive bids, coordinate the work, review and process invoices, and draft the topographical map is not an expense, but Geosyntec labor. This task is complete. The cost for the topographical survey and map is listed below.

<b>Topographical Survey and Map</b>		
Scope of Work Item	Impact/Additional Work	Estimated Additional Cost
Land Survey and topographical map not in original scope of work.	Out of scope.  City directed work. Contract revision required to provide funding. Expense is subcontractor costs, labor is Geosyntec.	Expense: \$2,900  Labor: \$4,390

		Subtotal:     \$7,290
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**South Coast Air Quality Management District (SCAQMD) Rule 1166/403 Permit** - The City directed Geosyntec to obtain a SCAQMD Rule 1166 permit for the remediation work. Geosyntec developed a permit application package and submitted the application to the SCAQMD, paid the application fee, and have been informed by the SCAQMD that the permit will be issued once the SCAQMD receives the CEQA exemption documentation from the DTSC.

<b>South Coast Management District Rule 1166/403 Permit Scope Items</b>		
Scope of Work Item	Impact/Additional Work	Estimated Additional Cost
Rule 1166 permit application and permit.	Out of scope.  City directed work. Contract amendment required to provide funding. Expense cost is permit application fee and delivery. Geosyntec labor to draft permit application and excavation management plan.	Expense:     \$1,210  Labor:        \$9,300
	Subtotal	\$10,500

**Laboratory Analysis** - The City directed Geosyntec to procure the services of a laboratory for analysis of soil and soil vapor samples collected from the Site during remediation, including analysis for characterization of soil waste and confirmation sampling and analysis. The City directed Geosyntec to treat the laboratory cost as an expense and invoice the City at cost, in that way no contract amendment would be required. However, there are labor costs associated with establishing a purchase order, reviewing and approving and processing invoices, and coordinating the work. Estimated cost for laboratory analysis remains the same as previously provided to the City.

<b>Laboratory Analysis Scope Items</b>		
Scope of Work Item	Impact/Additional Work	Estimated Additional Cost
Laboratory Analysis of soil and soil vapor samples, including confirmation testing, stockpile and waste characterization.	Out of scope.  Expense cost is for laboratory. Labor is for Geosyntec to coordinate and manage. Contract amendment required to fund Geosyntec labor costs.	Expense <sup>1</sup> : \$150,000 no amendment to contract  Labor: \$1,000
	Subtotal	\$1,000

1. This work shall be invoiced to the City at cost as a project expense, no contract amendment required for expenses. Geosyntec labor to administer purchase order requires a contract amendment to fund the work.

**Grading Plan** – Geosyntec developed a simple grading plan to address the backfill and patching of existing concrete and asphalt that will be removed during the remediation work. One can argue a grading plan is not required. Geosyntec assumed a grading plan would be required by the City Engineer and included a simple plan in our proposed scope of work. We assumed only one review cycle during plan checking and so stated that assumption in our proposal. During plan checking, the City Engineer provided extensive comments and more than one set of comments. The plan must still be revised and resubmitted for plan check. These comments resulted in additional engineering and CAD design time to be consumed. Currently, a different person is providing interim City Engineer services and many of the comments from the previous City Engineer have been voided. However, the resources to respond to the previous Engineer have already been consumed.

<b>Grading Plan Scope Items</b>		
Scope of Work Item	Impact/Additional Work	Estimated Additional Cost
Additional engineering and CAD hours required to	Out of scope.	Labor: \$2,500

respond to multiple sets of comments	Contract amendment is required to provide funding.	
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**Construction Management** - Geosyntec has completed the development of the bid documents including the Request for Proposal (RFP) and remediation scope of work for the solicitation for a remediation contractor. In the process of drafting the documents, the City provided multiple sets of comments from multiple reviewers, at different times. Geosyntec assumed, and stated in our proposal, one review cycle from the City was included in our quoted cost. In addition, the City revised the contract form requiring additional revisions of the bid documents. To capture the changes required by the City, 5 Addenda were issued during the planned 2-week bid process. The Bid Date was extended twice by the City, extending the Bid Date from August 26 to September 4, 2014. These multiple changes to the documents resulted in more hours spent than anticipated or planned. This work was performed under schedule pressure due to the terms of a loan to the City for the remediation work.

Geosyntec proposed Construction Management (CM) and Construction Quality Assurance (CQA) services to the City assuming, and so stating in our proposal, the duration would be 3 weeks. The RFP and the apparent successful bidder, Integrated Construction Services (ICS), proposed field duration of 45 calendar days (6 weeks). The duration is now anticipated to be twice as long as was proposed. This will impact Geosyntec's costs for oversight and inspection.

Geosyntec reviewed the existing Draft Remedial Action Work Plan during the initial phase of the work. A revised plan was issued, now titled the Draft Final Response Plan dated July 21, 2014. Our review indicated a remediation scope of work that was presented in a manner that created uncertainty regarding the extent of the soil excavation and the methodology for evaluating conformation sampling analytical results. This uncertainty, in Geosyntec's opinion, could result in unwarranted excavation and unnecessary disposal of soil which would drive up project costs. Geosyntec suggested a meeting with the City and the DTSC to address these uncertainties prior to mobilization. At the meeting, Geosyntec presented the following:

- A recommendation for reducing the initial excavation areas;
- Proposed the use of regional DTSC-recognized background levels of metals;

- Proposed the use of statistical averaging of laboratory analytical results from confirmation sampling analysis;
- Re-ran the Johnson-Ettinger (J&E model) vapor intrusion model utilizing actual site soil lithology versus the EPA default values presented in the Final Draft Response Plan;
- Suggested updating the threshold limits prescribed in the Final Draft Response Plan for some metals and chemicals based upon the actions presented above and updating to current limits.

During the meeting at the City Hall on 22 September with the DTSC and the City, the DTSC agreed in principle with the changes suggested by Geosyntec. At the DTSC's suggestion, Geosyntec drafted a Technical Memorandum (TM) to capture the agreements reached in the 22 September meeting and submitted the TM to the DTSC for approval. As of the date of this letter DTSC approval of the TM is pending.

The initial savings in excavation volume, based upon the suggested changes introduced by Geosyntec, amount to approximately 275 bank cubic yards of soil. This savings also translates into fewer emissions from onsite equipment and trucks, fewer hazardous waste haul trucks on City streets, and shorter field duration. The amount of soil ultimately not excavated due to the revised threshold limits cannot be easily estimated, if at all. There will certainly be less soil excavated with the revisions proposed by Geosyntec than would be if the existing Final Draft Response Plan requirements were followed.

The review of the risk assessment presented in the Response Plan, the updating of criteria, running of the J&E model, attendance at the 22 September meeting and drafting of the Technical Memorandum was not in our original scope of work. Implementation of the evaluation methods suggested by Geosyntec, and included in the Technical Memorandum, for confirmation sampling activities will require additional staff support from our Huntington Beach offices during the performance of the soil remediation work.

<b>Construction Management Scope Items</b>		
Scope of Work Item	Impact/Additional Work	Estimated Additional Cost

<p>Multiple City comments resulted in multiple revisions to bid documents. Only one set of comments and one revision was assumed.</p> <p>Extended Bid Date resulted in additional hours due to continued communication with the Bidders and the City during the extended timeframe.</p>	<p>Additional bid document revisions are out of scope as stated in assumptions in proposal. Additional hours were consumed as a result of late comments and revisions. The Extension of the Bid Date resulted in additional hours spent.</p> <p>Contract amendment is required to provide additional funding.</p>	<p>Expense: \$120</p> <p>Labor: \$6,880</p>
<p>Extended remediation schedule from 3 weeks to 6 weeks. Results in 3 additional weeks of CM/CQA.</p>	<p>Field duration doubled from the assumed 3 weeks. 3-week duration originally stated in Response Plan.</p> <p>Contract amendment is required to fund additional work.</p>	<p>Expense: \$6,040</p> <p>Labor: \$34,500</p>
<p>Review and evaluation of risk calculations, updating chemical and metal thresholds, use of regional background levels for metals, updating of published threshold limits, revision of the initial excavation areas (deleted Areas 1, 5, 7 and north portion of 8), meeting with City and DTSC, drafting of Technical Memorandum.</p>	<p>Not in scope of work.</p> <p>Contract amendment is required to fund additional work.</p>	<p>Expense: \$100</p> <p>Labor: \$6,220</p>
<p>Additional HB office risk assessment support for confirmation sampling</p>	<p>Not in scope of work.</p> <p>Contract amendment is required to fund</p>	<p>Expense: \$400</p> <p>Labor: \$16,020</p>

activities during remediation.	additional work.	
	Subtotal	\$70,280

The table below presents the subtotals from the cost estimates presented above and represents the total additional requested funding for Geosyntec services in support of the Former Southland Steel Site Soil Remediation.

<b>Total Requested Additional Budget</b>		
Scope of Work Item	Current Budget	Estimated Additional Cost
First Amendment –  Add 4 GW wells and 2 rounds of sampling and analysis	\$134,000	Expense <sup>1</sup> : \$14,150  Labor: \$6,600  Subtotal: \$20,750
Review of Existing Data	\$4,803	Labor: \$5,245
Land survey and topographical contour map	None  Provided estimate of approximately \$5,000 - \$10,000 via email 11 July	Expense <sup>2</sup> : \$2,900  Labor: \$4,390  Subtotal: \$7,290
SCAQMD Rule 1166	None  Email authorization via email 15 July.	Expense <sup>1</sup> : \$1,210  Labor: \$9,300  Subtotal: \$10,510
Laboratory Analysis	None Authorization in	Expense <sup>2</sup> : \$150,000

	coordination meeting note email 7 July 2014	Labor: \$1,000  Subtotal: \$1,000
Grading Plan	\$2,000	Labor: \$2,500
Construction Management	\$45,748	Expense: \$6,660  Labor: \$63,620  Subtotal: \$70,280
	Total Requested Additional Funds	<b>\$117,575</b>

1. Expenses include third party costs such as subcontractors and vendors, travel expenses, consumables, and permit fees.
2. This expense is to be invoiced to the City at cost as a project expense, therefore, a contract revision is not required to increase contract amount.

Because there is work remaining to be performed that is supported by some of the same budget items for which we are requesting additional funding, it is possible the entire amount of the requested change may not be utilized, depending upon how the remaining work is accomplished. Similarly, unknown site conditions could result in additional costs. This project initially progressed at a very fast pace, many changes were identified early, then delays were initiated by the City extending duration and cost. The budget consumption is much greater than anticipated due to additional scope and extended duration. The budget is in immediate need of adjustment. **Please initiate a contract amendment to increase the not-to exceed amount in our contract by \$117,575 to bring the total from \$210,581 (original scope plus First Amendment) to \$328,156.**

Geosyntec is available to discuss the changes and corresponding requested contractual not-to-exceed values with the City. Geosyntec will not exceed the total not-to-exceed amount in our contract without providing written notice to the City prior to committing any funds over the not-to-exceed limit and obtaining City authorization. Geosyntec will only invoice for the actual

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resources utilized to implement the work, up to the not-to-exceed amount. Unused funds will remain and will not be invoiced.

Sincerely,  
Geosyntec Consultants, Inc.

A handwritten signature in blue ink, appearing to read "Ken Fredianelli".

Ken Fredianelli  
Associate