

June 19, 2020
NCE proposal: 157.41.25

Bob Schricker
City of Sparks Public Works
1675 E. Prater Way
Sparks, NV 89434

Subject: Annual Pavement Condition Data Collection

Dear Mr. Schricker:

On behalf of NCE, I am pleased to submit this year's proposal for the annual pavement condition survey data collection and related duties for pavements in the City of Sparks' pavement network. Pursuant to our discussions, we have developed the following scope and cost proposal.

Project Understanding:

The City of Sparks is interested in having NCE collect pavement condition data and perform related duties on one third of a three-year inspection cycle for the non-RTP pavement sections within the City. As you know, NCE is currently collecting data on RTP and Industrial pavements under a separate contract with the Washoe County RTC. This proposal includes approximately 2,035 samples to be collected and entered into the City's existing MicroPaver database. In addition, technical support will be provided as needed, and as approved in advance.

Work Plan:

The following four (4) tasks are envisioned in the conduct of this project:

Task A. Coordination:

I will serve as the Project Manager for this project and will coordinate with the City of Sparks on all aspects of the project including the scope of work, schedule, progress updates, budgeting, and project deliverables.

Task B. Pavement Condition Data Collection:

NCE will perform pavement condition surveys in accordance with the established standards as identified in the MicroPaver Pavement Distress Identification Guide and the specific "rules of thumb" that have been established by the City of Sparks in conjunction with the Regional Transportation Commission, City of Reno and Washoe County. These will be performed on sections identified by the City of Sparks.

Reno, NV

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In addition, NCE's field crew will review the sample units to ensure they are representative of the road segment. The presence of unique distresses or construction events within the sample unit will be cause for modification.

A review of the section limit descriptions will also be conducted. Any descriptions on start and end location that are not measured from a physical reference (those that cannot be located on a map), will be replaced. As part of this check, the team will verify the length and width of the roadway segment.

In the event that existing sections have been significantly modified as part of reconstruction, NCE will work with you to collect all of the information necessary to properly adjust the sections in the MicroPAVER program.

Task C. Pavement Condition Data Entry/Quality Control:

NCE will collect field inspection data on paper forms, which will subsequently be entered into the corresponding MicroPAVER database with the hard copies submitted to the City of Sparks for permanent record. NCE will also coordinate with the City of Sparks to populate the City's master database with the pavement condition data collected for this project.

Quality assurance/quality control checks are critical on a project such as this. As part of NCE's goal to provide a superior quality product for our clients, we incorporate a quality acceptance/quality control (QA/QC) component into all projects. For this project, we have proposed the inclusion of a QA/QC Manager. The QA/QC Manager will have the following project responsibilities:

- Calibration of all data collection activities.
- Review of field activities, including spot checks on the field crews.
- Cross checks on 5 percent of the sections.
- Reviewing field procedures and making changes as needed.
- Comparing the field data collected with on-site conditions.
- Review of all data entry functions, including random spot checks.
- Review of historical PCI values compared to PCI calculated from condition surveys collected for this project.

This scope of work and condition surveys do not address issues including, but not limited to, traffic, safety and road hazards, sidewalks, curb and gutter, geometric issues, road shoulders, drainage issues or emergency and short term maintenance that should be performed.

Task D. Technical Support:

NCE will provide ongoing technical support for updating the City of Sparks pavement management system and corresponding shape files for newly accepted roads. This task will also include updating the City's Paver databases inventory, work history and sample information with the latest PMS data and building separate shapefiles for the new roadways with field

verification for all new sections. The number of new section that NCE can add is limited to the task amount and if additional funds are required to complete any updating, NCE will notify the City of Sparks with a written request for approval before additional section are added.

Project Schedule:

NCE will work with the City of Sparks on the schedule for this project. NCE can begin its work within thirty (30) days of notice to proceed from the City of Sparks. NCE will coordinate with the City of Sparks on the schedule for delivery of data. This proposal includes Pavement Data Collection for 2020. It is anticipated that Project Delivery for Tasks A-C will occur before October 15, 2020.

Compensation:

NCE proposes to provide our services on a time and materials basis in accordance with our Standard Schedule of Charges, included as Attachment 1. To collect the 2,035 sample units, NCE estimates that our fee will not exceed \$55,930. Details of our fee estimate can be found in attachment 2.

We appreciate the opportunity to submit this proposal and look forward to continuing to work with the City of Sparks. If you have any questions about this proposal or would like additional information, please feel free to call me at 775.771.9563.

Regards,



Greg Belancio, P.E. Associate Engineer

Attachment 1 – NCE FY 2020 Schedule of Charges

Attachment 2 – Estimated Fee



SCHEDULE OF CHARGES 2020

PROFESSIONAL SERVICES

Principal	\$265/hour
Associate.....	\$215/hour
Senior	\$185/hour
Project	\$160/hour
Staff	\$140/hour

TECHNICAL SERVICES

Senior Construction Manager*	\$140/(\$165-PW)/hour
Senior Designer.....	\$150/hour
CADD Designer	\$130/hour
Senior Technician*	\$125/(\$150-PW)/hour
Construction Inspector*	\$125/(\$150-PW)/hour
CAD Technician	\$115/hour
Senior Field Scientist.....	\$120/hour
Field Scientist	\$100/hour
Project Administrator	\$105/hour
Field/Engineering Technician*	\$100/(\$125-PW)hour
Technical Editor.....	\$95/hour
Clerical.....	\$85/hour

CONTRACT LABOR

From time to time, NCE retains outside professional and technical labor on a temporary basis to meet peak workload demands. Such contract labor will be charged at regular Schedule charges.

LITIGATION SUPPORT

Engineer/Scientist	\$300/hour
Court Appearances & Depositions	\$500/hour

EQUIPMENT

Plotter Usage	(separate fee schedule)
Truck	\$100/day
Automobile	IRS Standard Mileage Rate+15%
Falling Weight Deflectometer Testing	\$3,500/Day
Coring.....	\$4,500/Day
Environmental Equipment.....	(separate fee schedule)

OUTSIDE SERVICES

Rental of equipment not ordinarily furnished by NCE and all other costs such as special printing, photographic work, travel by common carrier, subsistence, subcontractors, etc..... cost + 15%

COMMUNICATION/ REPRODUCTION

In-house costs for long-distance telephone, faxing, postage, printing and copying

project labor charges x 5%

TERMS

Billings are payable upon presentation and are past due 30 days from invoice date. A finance charge of 1.5% per month, or the maximum amount allowable by law, will be charged on past-due accounts. NCE makes no warranty, either expressed or implied, as to its findings, recommendations, specifications, or professional advice except that they are prepared and issued in accordance with generally accepted professional practice.

*A surcharge of \$25/hour applied for technicians and construction inspectors to comply with Prevailing Wage (PW) per requirements of California Department of Industrial Relations.

**Attachment 2:
Pavement Condition Survey Data Collection Cost Estimate**

NCE Labor Fees

Role in Project	2020 Hourly Fee (\$)	Level of Effort (hours)					Total Fee (\$)
		Task A: Coordination	Task B: Pavement Data Collection	Task C: Database Entry/QC	Task D: Database Support	Total Hours	
Project Manager	\$ 215	2	2	4	2	10	\$2,150
Project QC Manager	\$ 185	0	0	16	0	16	\$2,960
Senior Field Technician	\$ 145	0	80	0	0	80	\$11,600
Field Technician	\$ 100	0	216	0	0	260	\$26,000
Project Administrator and QC Coordinator	\$ 105	2	8	80	8	80	\$8,400
Total Labor Fee		\$640	\$34,470	\$12,220	\$1,270	446	\$51,110

Direct Charges

Description	Task A: Coordination	Task B: Pavement Data Collection	Task C: Database Entry/QC	Task D: Database Support	Total Cost (\$)
Vehicle Charges (44 days @ \$100/day)	\$0	\$4,400	\$0	\$0	\$4,400
Paint (2 cans per day @ \$5/can)	\$0	\$420	\$0	\$0	\$420
Total Direct Charges	\$0	\$4,820	\$0	\$0	\$4,820
Project Total Fee	\$640	\$39,290	\$12,220	\$0	\$55,930

Assumptions:

1-person data collection crew.
2035 samples to be inspected.
No traffic control will be required for data collection activities.
All sections are within Sparks City Limits.