

## AGREEMENT NO. 2023-147A

### FIRST AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT

This First Amendment to Professional Services Agreement No. 2023-147 (Amendment) effective date of September 9, 2024, is entered into between the City of Camarillo, a general law city (City) and Willdan Engineering, a California corporation (Consultant), collectively referred to as the Parties.

#### Recitals.

A. The parties have entered into a written agreement entitled “Professional Services Agreement Number 2023-147” having an effective date of November 8, 2023 (Agreement) to provide for certain professional services in the amount of \$227,544 as outlined in Exhibit A of Agreement from Consultant.

B. All capitalized terms not defined in this Amendment have the meaning set forth in the Agreement.

C. The parties desire to modify the scope of work in accordance with Section 3.3 of the Agreement.

Section 1. Amendment. The Agreement is amended to add the following:

1. Additional “Scope of Services” of the Agreement is amended to add the following:

Provide additional professional services in the amount of \$34,500 as included in the proposal dated September 3, 2024, to provide additional construction management and inspection services to monitor the additional time added to the Contractor’s working days.

Section 2. Compensation and Payment. First Amendment to Professional Services Agreement is for a not-to-exceed amount of \$34,500 for services provided in the proposal dated September 3, 2024, for a total agreement amount of \$262,044.

Section 3. Continuation of Terms of Agreement. Except as expressly modified by the terms and provisions of this document, the remaining terms and provisions of the Agreement remain in full force and effect.

THE AUTHORIZED REPRESENTATIVES of the Parties have caused this First Amendment to Agreement No. 2023-147 to be executed as of the Effective Date.

**CITY OF CAMARILLO**



\_\_\_\_\_  
Greg Ramirez, City Manager

ATTEST:



\_\_\_\_\_  
Kristy Buxkemper, City Clerk

**WILLDAN ENGINEERING**, a California corporation



\_\_\_\_\_  
Vanessa Munoz, President/CEO



\_\_\_\_\_  
Kate Nguyen, Secretary

\_\_\_\_\_  
000168  
Camarillo Business Tax Certificate Number

\_\_\_\_\_  
04/30/2025  
Expiration Date

Attachments: Exhibit A, Scope of Services

# EXHIBIT A



September 3, 2024

City of Camarillo  
James Campero, PE  
Deputy Director Public Works/Capital Projects  
601 Carmen Drive  
Camarillo, CA 93010

**Subject: *Budget Amendment Request No. 1 – Construction Management and Inspection Services for the City Hall Council Chambers Remodel – Project No. CH-09-01***

Dear Mr. Campero,

Pursuant to our recent discussions, this letter is to request authorization to modify our original construction management and inspection services contract for the City's City Hall Council Chambers Remodel Project – Project No. CH-09-01.

Willdan's original budget of \$227,544.00 included construction and inspection engineering services for approximately 130 working days of construction. Notice to Proceed was issued for a February 5, 2024 start date, resulting in an original estimated completion date of August 2, 2024. Due to Willdan's efficiency of services, our assigned staff has been able to extend the timeline of our services within the original budget provided beyond the originally scoped 130 working days. As of the end of August 2024, there have been 146 working days and approximately \$12,250 of the original budget remains. To date, three change orders have been fully executed on the construction contract, adding an additional 25 working days to the contract and extending the contract completion date to September 17, 2024. This Budget Amendment Request No. 1 provides compensation for additional construction management and inspection services for the additional 25 working days which have been formally added to the construction contract via change order.

Willdan's current budget requires an adjustment to cover the unanticipated management and inspection time for the project for additional days of construction activities required complete the work and project close-out services. Willdan's amendment request would add an additional \$34,500 to our current budget and provide construction engineering services required to monitor the additional time added to the original contract mentioned above.

To support this contract amendment request, attached are three detailed spreadsheets for the City's review. The first spreadsheet, Exhibit A, shows Willdan's original fee proposal. The second spreadsheet, Exhibit B, shows Willdan's proposed budget amendment for the additional 25 working days. In conclusion, Willdan Engineering's current budget of \$227,544 would be increased by \$34,500, for a revised total of \$262,044. A modification is necessary to extend the services of the construction manager/public works inspector to assist the City.

If you have any questions or need additional information, please contact me at (805) 279-6870 or [mbustos@willdan.com](mailto:mbustos@willdan.com).

Respectfully submitted,  
**WILLDAN ENGINEERING**

A handwritten signature in black ink, appearing to read 'Mike Bustos'.

Mike Bustos, PE, ENV SP

*Deputy Director of Construction Management and Inspection Services*

Enclosure

- Exhibit A – Original Fee Proposal
- Exhibit B – Budget Amendment Request No. 1

## Exhibit A

**CITY OF CAMARILLO**  
**Exhibit B - Original Proposal**  
**Construction Management and Inspection Services for**  
**City Hall Council Chambers Remodel**  
**Project No. CH-09-01**

**Fee Schedule - Original Contract**

TASK / CLASSIFICATION	PROJECT MANAGER/ DEPUTY DIRECTOR	CONSTRUCTION MANAGER	ASSISTANT CONSTRUCTION MANAGER	PUBLIC WORKS OBSERVER	TOTAL HOURS	TOTAL FEE
PRECONSTRUCTION SERVICES	8	40		12	60	
CONSTRUCTION MANAGEMENT	52	312	26		390	
CONSTRUCTION INSPECTION				1040	1040	
POST CONSTRUCTION SERVICES	2	40	8	20	70	
<b>TOTALS</b>	<b>62</b>	<b>392</b>	<b>34</b>	<b>1072</b>	<b>1560</b>	<b>\$ 227,544</b>

<sup>1</sup>This not-to-exceed fee is based on a 130 consecutive working day construction duration and full time daytime inspection (8 hours per day, Monday thru Friday). Additional services needed beyond the contract specified date of completion will require an agreement amendment and will be provided on a time-and-material basis at Willdan's standard hourly rates listed on the "Schedule of Hourly Rates". Overtime inspection services are not included, but will be billed at 1.5 times normal hourly rate if required and may require agreement amendment. Work performed by support staff with titles not explicitly listed herein will be charged in accordance with Willdan's standard hourly rates listed on the "Schedule of Hourly Rates".



## Exhibit B

**CITY OF CAMARILLO**  
**Exhibit B - Revised Budget**  
**Construction Management and Inspection Services for**  
**City Hall Council Chambers Remodel**  
**Project No. CH-09-01**  
**Budget Amendment Request No. 1**  
**9/3/2024**

TASK / CLASSIFICATION	PROJECT MANAGER/ DEPUTY DIRECTOR	CONSTRUCTION MANAGER	ASSISTANT CONSTRUCTION MANAGER	PUBLIC WORKS OBSERVER	TOTAL HOURS	TOTAL FEE
PRECONSTRUCTION SERVICES	3	40		12	55	
CONSTRUCTION MANAGEMENT	62	372			434	
CONSTRUCTION INSPECTION				1240	1240	
POST CONSTRUCTION SERVICES	2	40	8	20	70	
TOTAL REVISED NOT-TO-EXCEED FEE *						\$ 262,044
ORIGINAL CONTRACT AMOUNT						\$ 227,544
TOTAL BUDGET AMENDMENT REQUEST NO. 1*						\$ 34,500

<sup>1</sup>This not-to-exceed fee is based on a 155 consecutive working day construction duration and full time daytime inspection (8 hours per day, Monday thru Friday). Additional services needed beyond the contract specified date of completion will require an agreement amendment and will be provided on a time-and-material basis at Willdan's standard hourly rates listed on the "Schedule of Hourly Rates". Overtime inspection services are not included, but will be billed at 1.5 times normal hourly rate if required and may require agreement amendment. Work performed by support staff with titles not explicitly listed herein will be charged in accordance with Willdan's standard hourly rates listed on the "Schedule of Hourly Rates".

