

## **FIRST AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT**

This First Amendment to Professional Services Agreement No. CC 2023-141 (Amendment) effective date of November 1, 2024, is entered into between the City of Camarillo, a general law city and municipal corporation, (City), and Jensen Design & Survey, Inc., a California corporation (Consultant).

### Recitals.

A. The parties have entered into a written agreement entitled "Professional Services Agreement Number CC 2023-141" having an effective date of November 1, 2023 (Agreement) to provide for Planning Services On-Call Professional Services outlined in Exhibit A of the Agreement for a not-to-exceed amount of \$70,000 billing at the hourly rates listed in Exhibit B of the Agreement.

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 1.1 of the Agreement.

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

1. The term of the Agreement is extended for a period of one (1) two-year term in the amount of \$70,000 per year beginning on the effective date of this Amendment.  
The term of this Agreement will terminate on October 31, 2026.
2. The "Fee Schedule" of the Agreement is amended to include the attached Exhibit A, Fee Schedule.

Section 2. Compensation and Payment. This Amendment includes the annual not-to-exceed amount of \$70,000 for services noted in Exhibit A of the Agreement at the hourly rates noted in Exhibit A of this Amendment.

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. CC 2023-141 to be executed as of the Effective Date.

**CITY OF CAMARILLO**

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

ATTEST:

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

**JENSEN DESIGN & SURVEY, INC.,,** a California corporation

*Lisa Woodburn*

\_\_\_\_\_  
Lisa Woodburn. Vice President of Planning

\_\_\_\_\_  
011554  
Camarillo Business Tax Certificate Number

\_\_\_\_\_  
3/31/2025  
Expiration Date

Attachment: Exhibit A, Fee Schedule

## **EXHIBIT A**

### **SCOPE OF SERVICES**

#### **General Scope of On-Call Services:**

The on-call, as-needed services are requested for the following planning services:

- Review projects for compliance with City codes and policies, and process various administrative and discretionary development applications.
- Track application permit process through OpenGov.
- Manage public art projects.
- Manage projects that require Landmark Committee review.
- Prepare documents and reports, including approval letters, completeness review letters, conditions of approval, agenda reports, and resolutions using City templates.
- Make presentations to the Planning Commission, City Council, and other committees.
- Monitor compliance with conditions and mitigation measures on entitled projects.
- Review CC&Rs and other agreements.
- Plan check architectural, landscape, and civil drawings.
- Conduct project site inspections.
- Attend project coordination meetings. Most meetings may be attended remotely but there may be occasions where an in-person meeting may be required.
- Research legislation and prepare reports and analysis regarding amendments to City codes, General Plan and Specific Plans; prepare draft ordinances.
- Process Zoning Text Amendments.
- Analyze and prepare environmental documents in compliance with CEQA.
- Adhere to the document retention policies of the City.



## FEE SCHEDULE & BILLING TERMS

BILLING RATES EFFECTIVE JUNE 1, 2024

Fee charges are based on the staff level involved at the following rates:

### ENGINEERING:

PRINCIPAL ENGINEER, CEO/PRESIDENT	\$ 245 /hr.
V.P. OF ENGINEERING	\$ 220 /hr.
SENIOR CIVIL ENGINEER II	\$ 210 /hr.
SENIOR CIVIL ENGINEER I	\$ 195 /hr.
SENIOR PROJECT MANAGER	\$ 195 /hr.
CIVIL ENGINEER II	\$ 185 /hr.
CIVIL ENGINEER I	\$ 175 /hr.
STAFF ENGINEER	\$ 165 /hr.
ENGINEERING TECHNICIAN III	\$ 150 /hr.
ENGINEERING TECHNICIAN II	\$ 135 /hr.
ENGINEERING TECHNICIAN I	\$ 125 /hr.
FLOODPLAIN MANAGEMENT ENGINEER	\$ 180 /hr.

### PLANNING:

V.P. OF PLANNING	\$ 215 /hr.
SENIOR PLANNER II	\$ 190 /hr.
SENIOR PLANNER I	\$ 180 /hr.
PLANNER III	\$ 170 /hr.
PLANNER II	\$ 160 /hr.
PLANNER I	\$ 150 /hr.
PLANNING TECHNICIAN II	\$ 140 /hr.
PLANNING TECHNICIAN I	\$ 130 /hr.

### EXPERT WITNESS / DEPOSITION RATES:

Hourly rate for work involving actual expenses in court (4-hour minimum), giving depositions or similar expert testimony, will be billed \$500 per hour regardless of job classification

### SURVEY:

SENIOR LICENSED LAND SURVEYOR	\$ 210 /hr.
SURVEY MANAGER	\$ 205 /hr.
LICENSED LAND SURVEYOR II	\$ 190 /hr.
LICENSED LAND SURVEYOR I	\$ 180 /hr.
PROJECT SURVEYOR II	\$ 170 /hr.
PROJECT SURVEYOR I	\$ 160 /hr.
SURVEY TECHNICIAN III	\$ 155 /hr.
SURVEY TECHNICIAN II	\$ 145 /hr.
SURVEY TECHNICIAN I	\$ 135 /hr.
1-MAN SURVEY CREW	\$ 195 /hr.
2-MAN SURVEY CREW	\$ 285 /hr.
3-MAN SURVEY CREW	\$ 360 /hr.

### DRONE SERVICES:

DRONE FLIGHT CHARGES	\$ 50 /acre (50 acre min)
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### GENERAL:

ASSISTANT PROJECT MANAGER	\$ 115 /hr.
RESEARCH/OFFICE ASSISTANT	\$ 110 /hr.