

## PROFESSIONAL CONSULTANT SERVICES AGREEMENT

HDR ENGINEERING, INC.

Long-Term Approach for Perfluorinated Compounds (PFAS) Treatment; RFP 2029

THIS PROFESSIONAL CONSULTANT SERVICES AGREEMENT ("Agreement") is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2020 ("Effective Date"), by and between the CITY OF RIVERSIDE, a California charter city and municipal corporation ("City"), and HDR ENGINEERING, INC., a Nebraska corporation authorized to do business in California ("Consultant").

1. **Scope of Services.** City agrees to retain and does hereby retain Consultant and Consultant agrees to provide the services more particularly described in Exhibit "A," "Scope of Services" ("Services"), attached hereto and incorporated herein by reference, in conjunction with Long-Term Approach for Perfluorinated Compounds (PFAS) Treatment ("Project").

2. **Term.** This Agreement shall be effective on the date first written above and shall remain in effect until November 30, 2021, unless otherwise terminated pursuant to the provisions herein.

3. **Compensation/Payment.** Consultant shall perform the Services under this Agreement for the total sum not to exceed Two Hundred Thirty-Four Thousand Six Hundred Dollars (\$234,600), payable in accordance with the terms set forth in Exhibit "B." Said payment shall be made in accordance with City's usual accounting procedures upon receipt and approval of an itemized invoice setting forth the services performed. The invoices shall be delivered to City at the address set forth in Section 4 hereof.

4. **Notices.** Any notices required to be given, hereunder shall be in writing and shall be personally served or given by mail. Any notice given by mail shall be deemed given when deposited in the United States Mail, certified and postage prepaid, addressed to the party to be served as follows:

To City

Riverside Public Utilities  
City of Riverside  
Attn: Farid Boushaki  
3750 University Avenue, Suite 300  
Riverside, CA 92501

To Consultant

HDR Engineering, Inc.  
Attn: Steve Friedman  
2280 Market Street, Suite 100  
Riverside, CA 92602-1377

5. **Prevailing Wage.** If applicable, Consultant and all subcontractors are required to pay the general prevailing wage rates of per diem wages and overtime and holiday wages determined by the Director of the Department of Industrial Relations under Section 1720 et seq. of the California Labor Code and implemented by Resolution No. 13346 of the City Council of the City of Riverside. The Director's determination is available on-line at [www.dir.ca.gov/dlsr/DPreWageDetermination.htm](http://www.dir.ca.gov/dlsr/DPreWageDetermination.htm) and is referred to and made a part hereof; the wage rates therein ascertained, determined, and specified are referred to and made a part hereof as though fully set forth herein.

6. **Contract Administration.** A designee of the City will be appointed in writing by the City Manager or Department Director to administer this Agreement on behalf of City and shall be referred to herein as Contract Administrator.

7. **Standard of Performance.** While performing the Services, Consultant shall exercise the reasonable professional care and skill customarily exercised by reputable members of Consultant's profession practicing in the Metropolitan Southern California Area, and shall use reasonable diligence and best judgment while exercising its professional skill and expertise.

8. **Personnel.** Consultant shall furnish all personnel necessary to perform the Services and shall be responsible for their performance and compensation. Consultant recognizes that the qualifications and experience of the personnel to be used are vital to professional and timely completion of the Services. The key personnel listed in Exhibit "C" attached hereto and incorporated herein by this reference and assigned to perform portions of the Services shall remain assigned through completion of the Services, unless otherwise mutually agreed by the parties in writing, or caused by hardship or resignation in which case substitutes shall be subject to City approval.

9. **Assignment and Subcontracting.** Neither party shall assign any right, interest, or obligation in or under this Agreement to any other entity without prior written consent of the other party. In any event, no assignment shall be made unless the assignee expressly assumes the obligations of assignor under this Agreement, in a writing satisfactory to the parties. Consultant acknowledges that any assignment may, at the City's sole discretion, require City Manager and/or City Council approval. Consultant shall not subcontract any portion of the work required by this Agreement without prior written approval by the responsible City Contract Administrator. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement, including without limitation, the insurance obligations set forth in Section 12. The Consultant acknowledges and agrees that the City is an intended beneficiary of any work performed by any subcontractor for purposes of establishing a duty of care between any subcontractor and the City.

10. **Independent Contractor.** In the performance of this Agreement, Consultant, and Consultant's employees, subcontractors and agents, shall act in an independent capacity as independent contractors, and not as officers or employees of the City of Riverside. Consultant acknowledges and agrees that the City has no obligation to pay or withhold state or federal taxes or to provide workers' compensation or unemployment insurance to Consultant, or to Consultant's employees, subcontractors and agents. Consultant, as an independent contractor, shall be responsible for any and all taxes that apply to Consultant as an employer.

## **11. Indemnification.**

**11.1 Design Professional Defined.** For purposes of this Agreement, "Design Professional" includes the following:

- A. An individual licensed as an architect pursuant to Chapter 3 (commencing with Section 5500) of Division 3 of the Business and Professions Code, and a business entity offering architectural services in accordance with that chapter.
- B. An individual licensed as a landscape architect pursuant to Chapter 3.5 (commencing with Section 5615) of Division 3 of the Business and Professions Code, and a business entity offering landscape architectural services in accordance with that chapter.
- C. An individual registered as a professional engineer pursuant to Chapter 7 (commencing with Section 6700) of Division 3 of the Business and Professions Code, and a business entity offering professional engineering services in accordance with that chapter.
- D. An individual licensed as a professional land surveyor pursuant to Chapter 15 (commencing with Section 8700) of Division 3 of the Business and Professions Code, and a business entity offering professional land surveying services in accordance with that chapter.

**11.2 Defense Obligation For Design Professional Liability.** Consultant agrees, at its cost and expense, to promptly defend the City, and the City's employees, officers, managers, agents and council members (collectively the "Parties to be Defended") from and against any and all claims, allegations, lawsuits, arbitration proceedings, administrative proceedings, regulatory proceedings, or other legal proceedings to the extent the same arise out of, pertain to, or relate to the negligence, recklessness or willful misconduct of Consultant, or anyone employed by or working under the Consultant or for services rendered to the Consultant in the performance of the Agreement, notwithstanding that the City may have benefited from its work or services and whether or not caused in part by the negligence of an Indemnified Party. Consultant agrees to provide this defense immediately upon written notice from the City, and with well qualified, adequately insured and experienced legal counsel acceptable to City. Consultant will reimburse City for reasonable defense costs for claims arising out of Consultant's professional negligence based on the percentage of Consultant's liability. This obligation to defend as set forth herein is binding on the successors, assigns and heirs of Consultant and shall survive the termination of Consultant's Services under this Agreement.

**11.3 Indemnity For Design Professional Liability.** When the law establishes a professional standard of care for Consultant's services, to the fullest extent permitted by law, Consultant shall indemnify, protect and hold harmless the City and the City's employees, officers, managers, agents, and Council Members ("Indemnified Parties") from and against any and all claim for damage, charge, lawsuit, action, judicial, administrative, regulatory or arbitration proceeding, damage, cost, expense (including counsel and expert fees), judgment, civil fines and penalties,

liabilities or losses of any kind or nature whatsoever to the extent the same arise out of, pertain to, or relate to the negligence, recklessness or willful misconduct of Consultant, or anyone employed by or working under the Consultant or for services rendered to the Consultant in the performance of the Agreement, notwithstanding that the City may have benefited from its work or services and whether or not caused in part by the negligence of an Indemnified Party.

**11.4 Defense Obligation For Other Than Design Professional Liability.**

Consultant agrees, at its cost and expense, to promptly defend the City, and the City's employees, officers, managers, agents and council members (collectively the "Parties to be Defended") from and against any and all claims, allegations, lawsuits, arbitration proceedings, administrative proceedings, regulatory proceedings, or other legal proceedings which arise out of, or relate to, or are in any way connected with: 1) the Services, work, activities, operations, or duties of the Consultant, or of anyone employed by or working under the Consultant, or 2) any breach of the Agreement by the Consultant. This duty to defend shall apply whether or not such claims, allegations, lawsuits or proceedings have merit or are meritless, or which involve claims or allegations that any or all of the Parties to be Defended were actively, passively, or concurrently negligent, or which otherwise assert that the Parties to be Defended are responsible, in whole or in part, for any loss, damage or injury. Consultant agrees to provide this defense immediately upon written notice from the City, and with well qualified, adequately insured and experienced legal counsel acceptable to City. This obligation to defend as set forth herein is binding on the successors, assigns and heirs of Consultant and shall survive the termination of Consultant's Services under this Agreement.

**11.5 Indemnity For Other Than Design Professional Liability.** Except as to the sole negligence or willful misconduct of the City, Consultant agrees to indemnify, protect and hold harmless the Indemnified Parties from and against any claim for damage, charge, lawsuit, action, judicial, administrative, regulatory or arbitration proceeding, damage, cost, expense (including counsel and expert fees), judgment, civil fine and penalties, liabilities or losses of any kind or nature whatsoever whether actual, threatened or alleged, which arise out of, pertain to, or relate to, or are a consequence of, or are attributable to, or are in any manner connected with the performance of the Services, work, activities, operations or duties of the Consultant, or anyone employed by or working under the Consultant or for services rendered to Consultant in the performance of this Agreement, notwithstanding that the City may have benefited from its work or services. This indemnification provision shall apply to any acts, omissions, negligence, recklessness, or willful misconduct, whether active or passive, on the part of the Consultant or anyone employed or working under the Consultant.

**12. Insurance.**

**12.1 General Provisions.** Prior to the City's execution of this Agreement, Consultant shall provide satisfactory evidence of, and shall thereafter maintain during the term of this Agreement, such insurance policies and coverages in the types, limits, forms and ratings required herein. The rating and required insurance policies and coverages may be modified in writing by the City's Risk Manager or City Attorney, or a designee, unless such modification is prohibited by law.

**12.1.1 Limitations.** These minimum amounts of coverage shall not constitute any limitation or cap on Consultant's indemnification obligations under Section 11 hereof.

**12.1.2 Ratings.** Any insurance policy or coverage provided by Consultant or subcontractors as required by this Agreement shall be deemed inadequate and a material breach of this Agreement, unless such policy or coverage is issued by insurance companies authorized to transact insurance business in the State of California with a policy holder's rating of A or higher and a Financial Class of VII or higher.

**12.1.3 Cancellation.** The policies shall not be canceled unless thirty (30) days' prior written notification of intended cancellation has been given to City by certified or registered mail, postage prepaid.

**12.1.4 Adequacy.** The City, its officers, employees and agents make no representation that the types or limits of insurance specified to be carried by Consultant pursuant to this Agreement are adequate to protect Consultant. If Consultant believes that any required insurance coverage is inadequate, Consultant will obtain such additional insurance coverage as Consultant deems adequate, at Consultant's sole expense.

**12.2 Workers' Compensation Insurance.** By executing this Agreement, Consultant certifies that Consultant is aware of and will comply with Section 3700 of the Labor Code of the State of California requiring every employer to be insured against liability for workers' compensation, or to undertake self-insurance before commencing any of the work. Consultant shall carry the insurance or provide for self-insurance required by California law to protect said Consultant from claims under the Workers' Compensation Act. Prior to City's execution of this Agreement, Consultant shall file with City either 1) a certificate of insurance showing that such insurance is in effect, or that Consultant is self-insured for such coverage, or 2) a certified statement that Consultant has no employees, and acknowledging that if Consultant does employ any person, the necessary certificate of insurance will immediately be filed with City. Any certificate filed with City shall provide that City will be given ten (10) days' prior written notice before modification or cancellation thereof.

**12.3 Commercial General Liability and Automobile Insurance.** Prior to City's execution of this Agreement, Consultant shall obtain, and shall thereafter maintain during the term of this Agreement, commercial general liability insurance and automobile liability insurance as required to insure Consultant against damages for personal injury, including accidental death, as well as from claims for property damage, which may arise from or which may concern operations by anyone directly or indirectly employed by, connected with, or acting for or on behalf of Consultant. The City, and its officers, employees and agents, shall be named as additional insureds under the Consultant's insurance policies.

**12.3.1** Consultant's commercial general liability insurance policy shall cover both bodily injury (including death) and property damage (including, but not limited to, premises operations liability, products-completed operations liability, independent contractor's liability, personal injury liability, and contractual liability) in an amount not less than \$1,000,000 per occurrence and a general aggregate limit in the amount of not less than \$2,000,000.

**12.3.2** Consultant's automobile liability policy shall cover both bodily injury and property damage in an amount not less than \$1,000,000 per occurrence and an aggregate limit of not less than \$1,000,000. All of Consultant's automobile and/or commercial general liability

insurance policies shall cover all vehicles used in connection with Consultant's performance of this Agreement, which vehicles shall include, but are not limited to, Consultant owned vehicles, Consultant leased vehicles, Consultant's employee vehicles, non-Consultant owned vehicles and hired vehicles.

12.3.3 Prior to City's execution of this Agreement, copies of insurance policies or original certificates along with additional insured endorsements acceptable to the City evidencing the coverage required by this Agreement, for both commercial general and automobile liability insurance, shall be filed with City and shall include the City and its officers, employees and agents, as additional insureds. Said policies shall be in the usual form of commercial general and automobile liability insurance policies, but shall include the following provisions:

It is agreed that the City of Riverside, and its officers, employees and agents, are added as additional insureds under this policy, solely for work done by and on behalf of the named insured for the City of Riverside.

12.3.4 The insurance policy or policies shall also comply with the following provisions:

- a. The policy shall be endorsed to waive any right of subrogation against the City and its sub-consultants, employees, officers and agents for services performed under this Agreement.
- b. If the policy is written on a claims made basis, the certificate should so specify and the policy must continue in force for one year after completion of the services. The retroactive date of coverage must also be listed.
- c. The policy shall specify that the insurance provided by Consultant will be considered primary and not contributory to any other insurance available to the City and Endorsement No. CG 20010413 shall be provided to the City.

12.4 **Errors and Omissions Insurance.** Prior to City's execution of this Agreement, Consultant shall obtain, and shall thereafter maintain during the term of this Agreement, errors and omissions professional liability insurance in the minimum amount of \$1,000,000 to protect the City from claims resulting from the Consultant's activities.

12.5 **Subcontractors' Insurance.** Consultant shall require all of its subcontractors to carry insurance, in an amount sufficient to cover the risk of injury, damage or loss that may be caused by the subcontractors' scope of work and activities provided in furtherance of this Agreement, including, but without limitation, the following coverages: Workers Compensation, Commercial General Liability, Errors and Omissions, and Automobile liability. Upon City's request, Consultant shall provide City with satisfactory evidence that Subcontractors have obtained insurance policies and coverages required by this section.

13. **Business Tax.** Consultant understands that the Services performed under this Agreement constitutes doing business in the City of Riverside, and Consultant agrees that Consultant will register for and pay a business tax pursuant to Chapter 5.04 of the Riverside Municipal Code and keep such tax certificate current during the term of this Agreement.

14. **Time of Essence.** Time is of the essence for each and every provision of this Agreement.

15. **City's Right to Employ Other Consultants.** City reserves the right to employ other Consultants in connection with the Project. If the City is required to employ another consultant to complete Consultant's work, due to the failure of the Consultant to perform, or due to the breach of any of the provisions of this Agreement, the City reserves the right to seek reimbursement from Consultant.

16. **Accounting Records.** Consultant shall maintain complete and accurate records with respect to costs incurred under this Agreement. All such records shall be clearly identifiable. Consultant shall allow a representative of City during normal business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Consultant shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of three (3) years from the date of final payment under this Agreement.

17. **Confidentiality.** All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other materials either created by or provided to Consultant in connection with the performance of this Agreement shall be held confidential by Consultant, except as otherwise directed by City's Contract Administrator. Nothing furnished to Consultant which is otherwise known to the Consultant or is generally known, or has become known, to the related industry shall be deemed confidential. Consultant shall not use City's name or insignia, photographs of the Project, or any publicity pertaining to the Services or the Project in any magazine, trade paper, newspaper, television or radio production, website, or other similar medium without the prior written consent of the City.

18. **Ownership of Documents.** All reports, maps, drawings and other contract deliverables prepared under this Agreement by Consultant shall be and remain the property of City. Consultant shall not release to others information furnished by City without prior express written approval of City.

19. **Copyrights.** Consultant agrees that any work prepared for City which is eligible for copyright protection in the United States or elsewhere shall be a work made for hire. If any such work is deemed for any reason not to be a work made for hire, Consultant assigns all right, title and interest in the copyright in such work, and all extensions and renewals thereof, to City, and agrees to provide all assistance reasonably requested by City in the establishment, preservation and enforcement of its copyright in such work, such assistance to be provided at City's expense but without any additional compensation to Consultant. Consultant agrees to waive all moral rights relating to the work developed or produced, including without limitation any and all rights of identification of authorship and any and all rights of approval, restriction or limitation on use or subsequent modifications.

20. **Conflict of Interest.** Consultant, for itself and on behalf of the individuals listed in Exhibit "C," represents and warrants that by the execution of this Agreement, they have no interest, present or contemplated, in the Project affected by the above-described Services. Consultant further warrants that neither Consultant, nor the individuals listed in Exhibit "C" have any real property, business interests or income interests that will be affected by this project or, alternatively, that Consultant will file with the City an affidavit disclosing any such interest.

21. **Solicitation.** Consultant warrants that Consultant has not employed or retained any person or agency to solicit or secure this Agreement, nor has it entered into any agreement or understanding for a commission, percentage, brokerage, or contingent fee to be paid to secure this Agreement. For breach of this warranty, City shall have the right to terminate this Agreement without liability and pay Consultant only for the value of work Consultant has actually performed, or, in its sole discretion, to deduct from the Agreement price or otherwise recover from Consultant the full amount of such commission, percentage, brokerage or commission fee. The remedies specified in this section shall be in addition to and not in lieu of those remedies otherwise specified in this Agreement:

22. **General Compliance With Laws.** Consultant shall keep fully informed of federal, state and local laws and ordinances and regulations which in any manner affect those employed by Consultant, or in any way affect the performance of services by Consultant pursuant to this Agreement. Consultant shall at all times observe and comply with all such laws, ordinances and regulations, and shall be solely responsible for any failure to comply with all applicable laws, ordinances and regulations. Consultant represents and warrants that Consultant has obtained all necessary licenses to perform the Scope of Services and that such licenses are in good standing. Consultant further represents and warrants that the services provided herein shall conform to all ordinances, policies and practices of the City of Riverside.

23. **Waiver.** No action or failure to act by the City shall constitute a waiver of any right or duty afforded City under this Agreement, nor shall any such action or failure to act constitute approval of or acquiescence in any breach thereunder, except as may be specifically, provided in this Agreement or as may be otherwise agreed in writing.

24. **Amendments.** This Agreement may be modified or amended only by a written agreement and/or change order executed by the Consultant and City.

25. **Termination.** City, by notifying Consultant in writing, shall have the right to terminate any or all of Consultant's services and work covered by this Agreement at any time. In the event of such termination, Consultant may submit Consultant's final written statement of the amount of Consultant's services as of the date of such termination based upon the ratio that the work completed bears to the total work required to make the report complete, subject to the City's rights under Sections 15 and 26 hereof. In ascertaining the work actually rendered through the termination date, City shall consider completed work, work in progress and complete and incomplete reports and other documents only after delivered to City.

25.1 Other than as stated below, City shall give Consultant thirty (30) days' prior written notice prior to termination.



25.2 City may terminate this Agreement upon fifteen (15) days' written notice to Consultant, in the event:

25.2.1 Consultant substantially fails to perform or materially breaches the Agreement; or

25.2.2 City decides to abandon or postpone the Project.

26. **Offsets.** Consultant acknowledges and agrees that with respect to any business tax or penalties thereon, utility charges, invoiced fee or other debt which Consultant owes or may owe to the City, City reserves the right to withhold and offset said amounts from payments or refunds or reimbursements owed by City to Consultant. Notice of such withholding and offset, shall promptly be given to Consultant by City in writing. In the event of a dispute as to the amount owed or whether such amount is owed to the City, City will hold such disputed amount until either the appropriate appeal process has been completed or until the dispute has been resolved.

27. **Successors and Assigns.** This Agreement shall be binding upon City and its successors and assigns, and upon Consultant and its permitted successors and assigns, and shall not be assigned by Consultant, either in whole or in part, except as otherwise provided in paragraph 9 of this Agreement.

28. **Venue.** Any action at law or in equity brought by either of the parties hereto for the purpose of enforcing a right or rights provided for by this Agreement shall be tried in the Superior Court, County of Riverside, State of California, and the parties hereby waive all provisions of law providing for a change of venue in such proceedings to any other county. In the event either party hereto shall bring suit to enforce any term of this Agreement or to recover any damages for and on account of the breach of any term or condition of this Agreement, it is mutually agreed that each party will bear their own attorney's fees and costs.

29. **Nondiscrimination.** During Consultant's performance of this Agreement, Consultant shall not discriminate on the grounds of race, religious creed, color, national origin, ancestry, age, physical disability, mental disability, medical condition, including the medical condition of Acquired Immune Deficiency Syndrome (AIDS) or any condition related thereto, marital status, sex, genetic information, gender, gender identity, gender expression, or sexual orientation, military and veteran status, in the selection and retention of employees and subcontractors and the procurement of materials and equipment, except as provided in Section 12940 of the California Government Code. Further, Consultant agrees to conform to the requirements of the Americans with Disabilities Act in the performance of this Agreement.

30. **Severability.** Each provision, term, condition, covenant and/or restriction, in whole and in part, of this Agreement shall be considered severable. In the event any provision, term, condition, covenant and/or restriction, in whole and/or in part, of this Agreement is declared invalid, unconstitutional, or void for any reason, such provision or part thereof shall be severed from this Agreement and shall not affect any other provision, term, condition, covenant and/or restriction of this Agreement, and the remainder of the Agreement shall continue in full force and effect.

31. **Authority.** The individuals executing this Agreement and the instruments referenced herein on behalf of Consultant each represent and warrant that they have the legal power, right and actual authority to bind Consultant to the terms and conditions hereof and thereof.

32. **Entire Agreement.** This Agreement constitutes the final, complete, and exclusive statement of the terms of the agreement between the parties pertaining to the subject matter of this Agreement, and supersedes all prior and contemporaneous understandings or agreements of the parties. Neither party has been induced to enter into this Agreement by and neither party is relying on, any representation or warranty outside those expressly set forth in this Agreement.

33. **Interpretation.** City and Consultant acknowledge and agree that this Agreement is the product of mutual arms-length negotiations and accordingly, the rule of construction, which provides that the ambiguities in a document shall be construed against the drafter of that document, shall have no application to the interpretation and enforcement of this Agreement.

33.1 Titles and captions are for convenience of reference only and do not define, describe or limit the scope or the intent of the Agreement or any of its terms. Reference to section numbers, are to sections in the Agreement unless expressly stated otherwise.

33.2 This Agreement shall be governed by and construed in accordance with the laws of the State of California in effect at the time of the execution of this Agreement.

33.3 In the event of a conflict between the body of this Agreement and Exhibit "A" - Scope of Services hereto, the terms contained in Exhibit "A" shall be controlling.

34. **Exhibits.** The following exhibits attached hereto are incorporated herein to this Agreement by this reference:

- Exhibit "A" - Scope of Services
- Exhibit "B" - Compensation
- Exhibit "C" - Key Personnel

IN WITNESS WHEREOF, City and Consultant have caused this Agreement to be duly executed the day and year first above written.

CITY OF RIVERSIDE, a California  
charter city and municipal corporation

HDR ENGINEERING, INC.,  
a Nebraska corporation authorized to do  
business in California

By: \_\_\_\_\_  
City Manager

By: Kip D. Field  
Kip D. Field

\_\_\_\_\_  
[Printed Name]  
Sr. Vice President  
\_\_\_\_\_  
[Title]

Attest: \_\_\_\_\_  
City Clerk

Certified as to Availability of Funds:

By: \_\_\_\_\_

By: [Signature]  
Chief Financial Officer

\_\_\_\_\_  
[Printed Name]  
\_\_\_\_\_  
[Title]

Approved as to Form:

By: Susan Wilson  
Assistant City Attorney

**EXHIBIT "A"**

**SCOPE OF SERVICES**

## **EXHIBIT A - RFP XXXX Scope of Services: Long Term Approach for Perfluorinated Compounds Treatment**

### **Purpose:**

The City is seeking to retain a consultant to perform professional services to prepare a cost effective and optimized long-term approach to treat and maximize the reduction of Per- and Polyfluoroalkyl Substances (PFAS) in water produced by RPU's drinking water wells. Specifically, the City of Riverside Public Utilities Department (RPU) is looking to reduce the concentration of chemical substances known as perfluorooctanoic acid (PFOA) and perfluorooctane sulfonate (PFOS) below the current notification levels at RPU's point-of-compliance at 7th and Chicago (Linden/Evans Reservoirs), and other PFAS compounds, as delineated in this Scope of Services section of this RFP No.XXXX.

The project consists of the following activities: project management; water quality analysis; treatment plant location evaluation and identify opportunities for other locations; field data gathering; blend modeling scenarios; engineering evaluation and cost analysis comparison; report preparation and optional tasks.

The consultant may suggest optional or alternative tasks to the scope that will enhance or clarify the report. Suggestions should be incorporated into the proposal.

### **Task 1 – Project Management Services**

- A. Conduct a kickoff meeting with RPU to discuss the project goals and objectives. At this kickoff meeting, project reporting/communication protocols will be established, a project schedule will be provided, and key technical issues will be discussed to establish the project guidelines. Consultant will prepare a meeting agenda for RPU's review prior to the kickoff meeting and draft meeting minutes with action items within five working days following the meeting.
- B. Conduct monthly project team meetings throughout the project duration to include RPU and key sub consultants. Consultant to prepare meeting agenda for RPU's review prior to each meeting, PowerPoint presentations (if required) for all meetings for the duration of the project, and meeting minutes with action items within five working days following each meeting.
- C. Provide bi-weekly updates consisting of an email report. The updates will identify and discuss project issues, coordination efforts, action items, schedule, budget, and other items of concern.
- D. Submit Quality Control and Quality Assurance Plan for RPU review and approval.
- E. Provide a detailed billing breakdown with each invoice submitted listing all individuals and sub consultants who worked on the project, along with hourly billing rates, and hours

charged.

- F. Provide a detailed budget summary with each invoice showing budget spent, remaining, and forecast for next billing period, along with a written summary of work performed for the invoice period and to be performed during next billing period.
- G. Consultant shall submit project deliverables via e-mail or ftp site.
- H. Consultant shall notify RPU of any out of scope work items and obtain RPU Project Manager approval prior to proceeding, no exceptions.

## **Task 2 – Water Quality Analysis**

- A. Collect RPU's water quality and pumping information for all potable wells in order to determine the level of treatment and appropriate treatment technology required to remove PFAS efficiently, effectively, including but not limited to, granular activated carbon (GAC) and/or ion exchange (IX), to bring contaminate levels to below notification level at RPU's point-of-compliance at 7th and Chicago (Linden/Evans Reservoirs) for varying demand conditions. This task can also lay the groundwork for identifying potential future water treatment facilities.

## **Task 3 – Treatment Plant Location Evaluation and Identify Opportunities within RPU's Water Supply System**

The outcome of this task will be identification of the best location for the recommended treatment approach for long-term treatment and operation which will be used to produce the final design and construction in future phases:

- A. Consultant shall evaluate optimum long-term operating approaches, and present all reasonably feasible treatment technology alternatives, including but not limited to, granular activated carbon (GAC) and/or ion exchange (IX).
- B. Evaluate treatment plant location at the following RPU identified sites (as shown in Figures 1, 2, 3, and 4):
  - i. Use the Gage 46-1 IX WTP to reduce/remove PFOS/PFOA from Gage 56-1 well.
  - ii. Use the Garner 'B' GAC WTP in North Orange to reduce/remove PFOS/PFOA from Garner 'B', Garner 'C', and/or Garner 'D' and Brunton 1R wells.
  - iii. Construct the Palm Meadows WTP to reduce/remove PFOS/PFOA from Gage 92-2, Gage 92-3, and Gage 31-1 wells; and the possibility of including Gage 56-1 well in case option i. above is not feasible.
  - iv. Restore the abandoned Gage 66-1 water treatment plant to treat/ remove PFOS/PFOA from Gage 26-1, and/or Gage 27-1 wells.

- C. Complete a review of RPU identified sites to either confirm the recommendations or suggest other alternatives. Alternative recommendations shall be identified and discussed at the early design stages.
- D. Assist RPU to evaluate and provide recommendations for local vs centralized treatment facility(s), including RPU identified sites and consultant proposed sites within the water system.

#### **Task 4 – Field Data Gathering**

- A. Conduct field visits, inquiries, and investigations to acquire and analyze all relevant records of existing and proposed utilities, property boundaries and right-of-way, environmental and geologic information, as well as document physical conditions, features, and constraints within the recommended project location(s). RPU's project engineer shall participate in the field visits, as appropriate.
- B. Acquire mapping, record drawings, and relevant information (aerial, utility, topographic, As-Builts, contours, etc.) from RPU, County, USGS, and other public/agency sources.

#### **Task 5 – Blend Modeling**

- A. Consultant shall identify various blending scenarios to RPU staff to allow them to run their water quality model and provide the results to the Consultant for review and revision. Present the recommended treatment method based on these scenarios. Under local and centralized treatment approaches, this task will determine the most cost-effective treatment option.
- B. Review and analyze data from RPU's pilot scale tests that are being conducted at Palmyrita Water Treatment Facility, and/or Garner B Water Treatment Facility, and/or Gage Water Treatment Facility and determine how it may impact the design of the recommended plant(s).

#### **Task 6 – Engineering Evaluation/Cost Analysis Comparison**

- A. Conduct an engineering evaluation/cost evaluation between RPU's proposed options and Consultant recommended options to determine which option will have the optimum long-term operating approach. Summarize the advantages and disadvantages of each option.
- B. If the recommended option is one of RPU's suggested sites, assess the expandable capacity of the plant to receive water from future wells at the chosen location as a potential Centralized Treatment Facility using future water demand from RPU's 2015 Urban Water Management Plan.

- C. Provide conceptual retrofit/upgrades to the recommended option (if Task 5.B is not feasible) including pumping requirements, spatial requirements for treatment facilities, and reconfiguration of existing site piping and equipment, power requirements, etc.
- D. Prepare a Project budget to include design, construction, operation, maintenance, and overhead expenses in a projected cash flow timeline.
- E. Perform a cost analysis of using other sources of water by resting wells with high concentration of PFAS to meet the desired concentrations at the City of Riverside's point-of-compliance:
  - Option 1: Lease production and conveyance capacity from East Valley Water District via existing connection at Six Street in the City of San Bernardino.
  - Option 2: Lease production and conveyance capacity from San Bernardino Valley Municipal Water District Baseline feeder south at Orange Show Road in the City of San Bernardino by constructing a new interconnection.
  - Option 3: Purchase imported water from Western Municipal Water District through the existing connection at the Henry J. Mills Treatment Plant.

#### **Task 7 – Deliverables**

Consultant shall submit interim deliverables in electronic format to document the progress of the project. Consultant shall Submit electronic copies of the Draft report for RPU's review. Consultant shall prepare a final report documenting the outcomes of the project results as described in each task. RPU's comments shall be incorporated into a Final report. The Consultant shall submit to RPU four (4) hardcopies of the Final report including an electronic copy (smart pdf) and original files.

#### **Task 8 Optional Tasks**

- A. Provide technical support to RPU staff with the ongoing pilot scale tests that are being conducted, and questions that pertain to this RFP. Assume up to four hours a week for approximately 6 months with a maximum of 100 hours.
- B. Identify vendors that can provide treatment equipment, materials, and components for the recommended project(s) to achieve compliance goals.
- C. Perform initial environmental review, including desktop research, to identify jurisdictional limits, potentially sensitive areas and constraints, etc. of the proposed water treatment plant location(s).
- D. Allocate a maximum of 100 hours for the duration of the project to evaluate how the proposed treatment approach developed in this study will impact / reduce other constituents of concern in local groundwater at the 7<sup>th</sup> and Chicago compliance point.



**RPU Identified Potential Treatment Sites:**

Figure 1. Gage 46-1 IX WTP

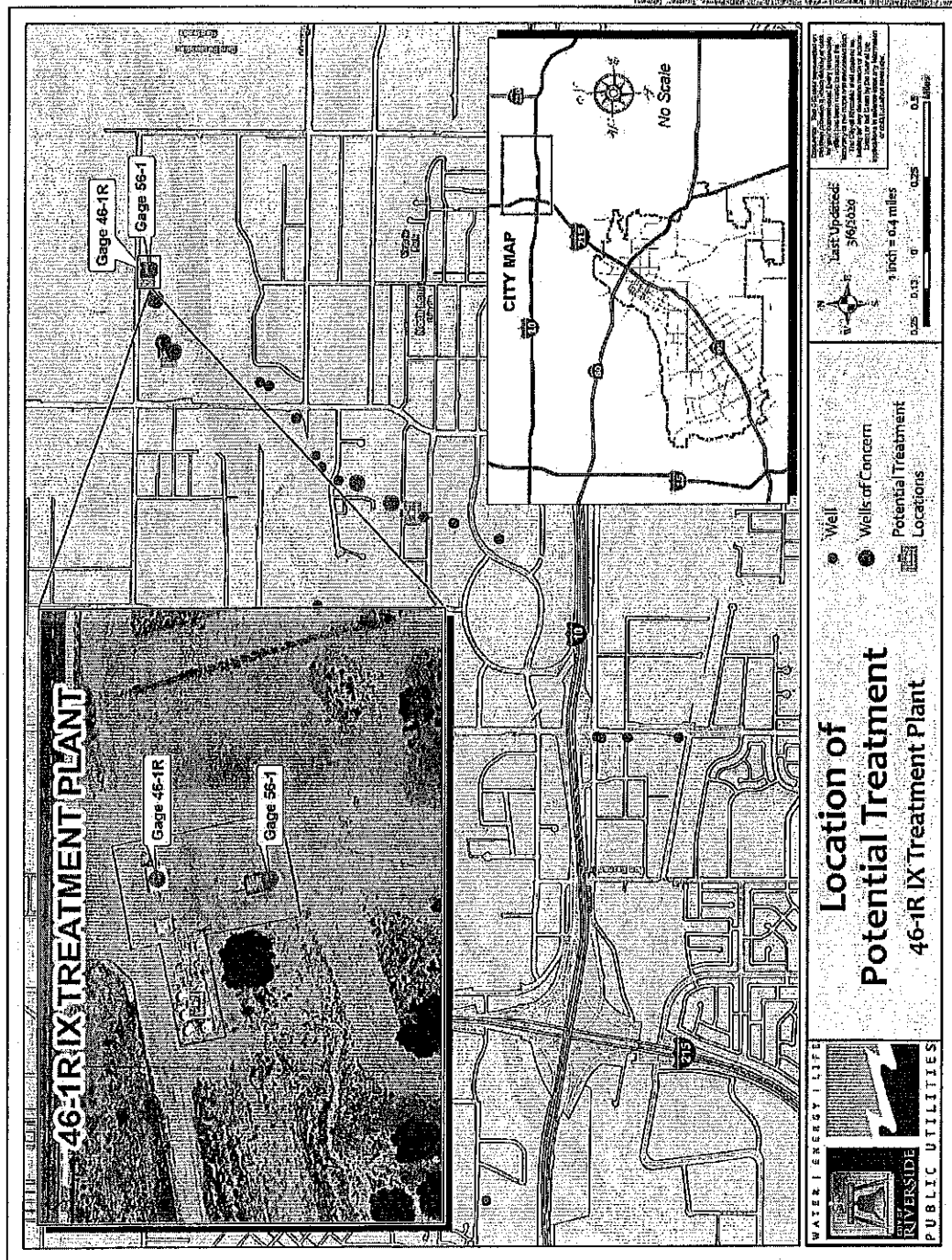


Figure 2. Garner 'B' GAC WTP in North Orange

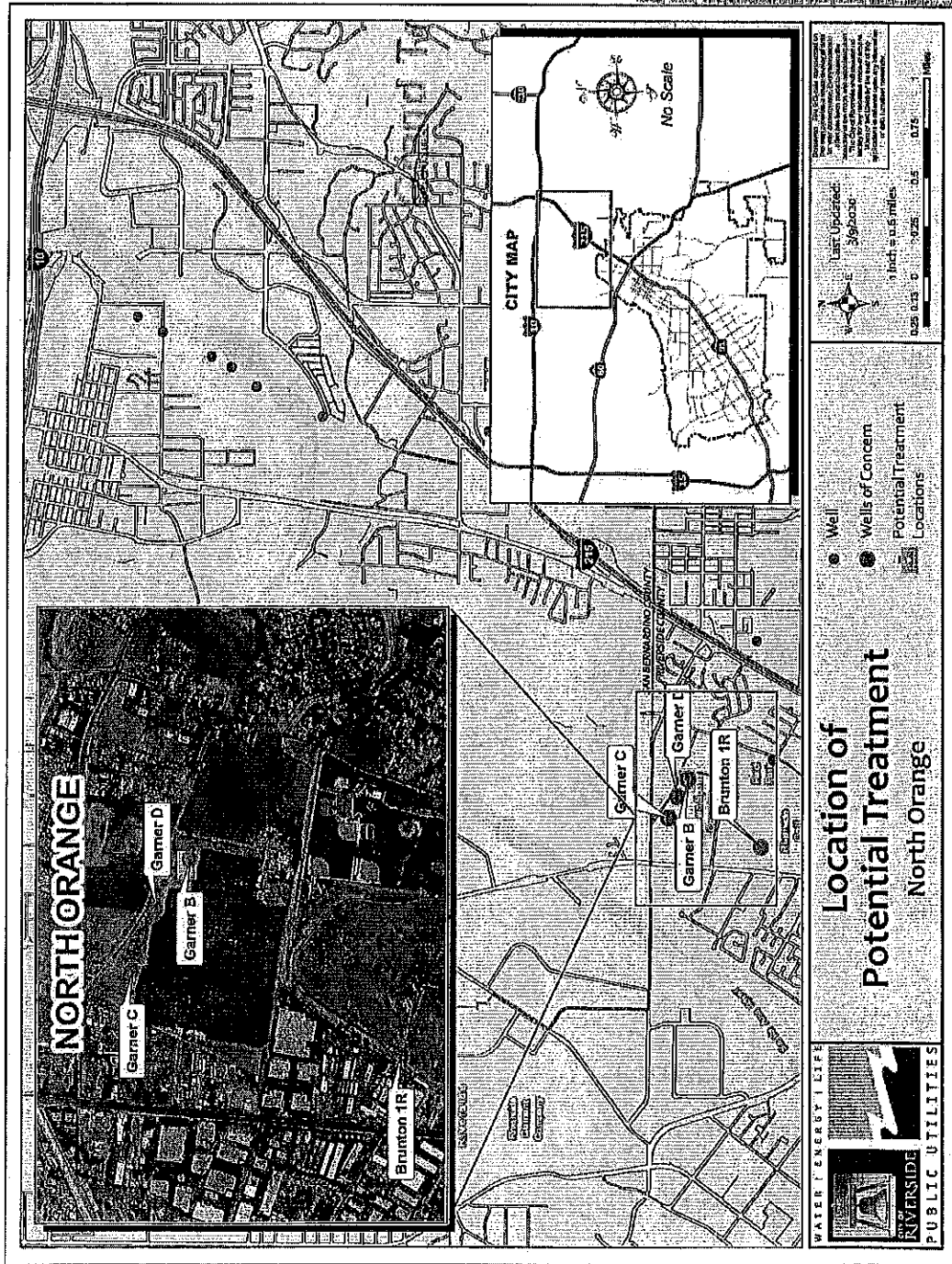


Figure 3. Palm Meadows

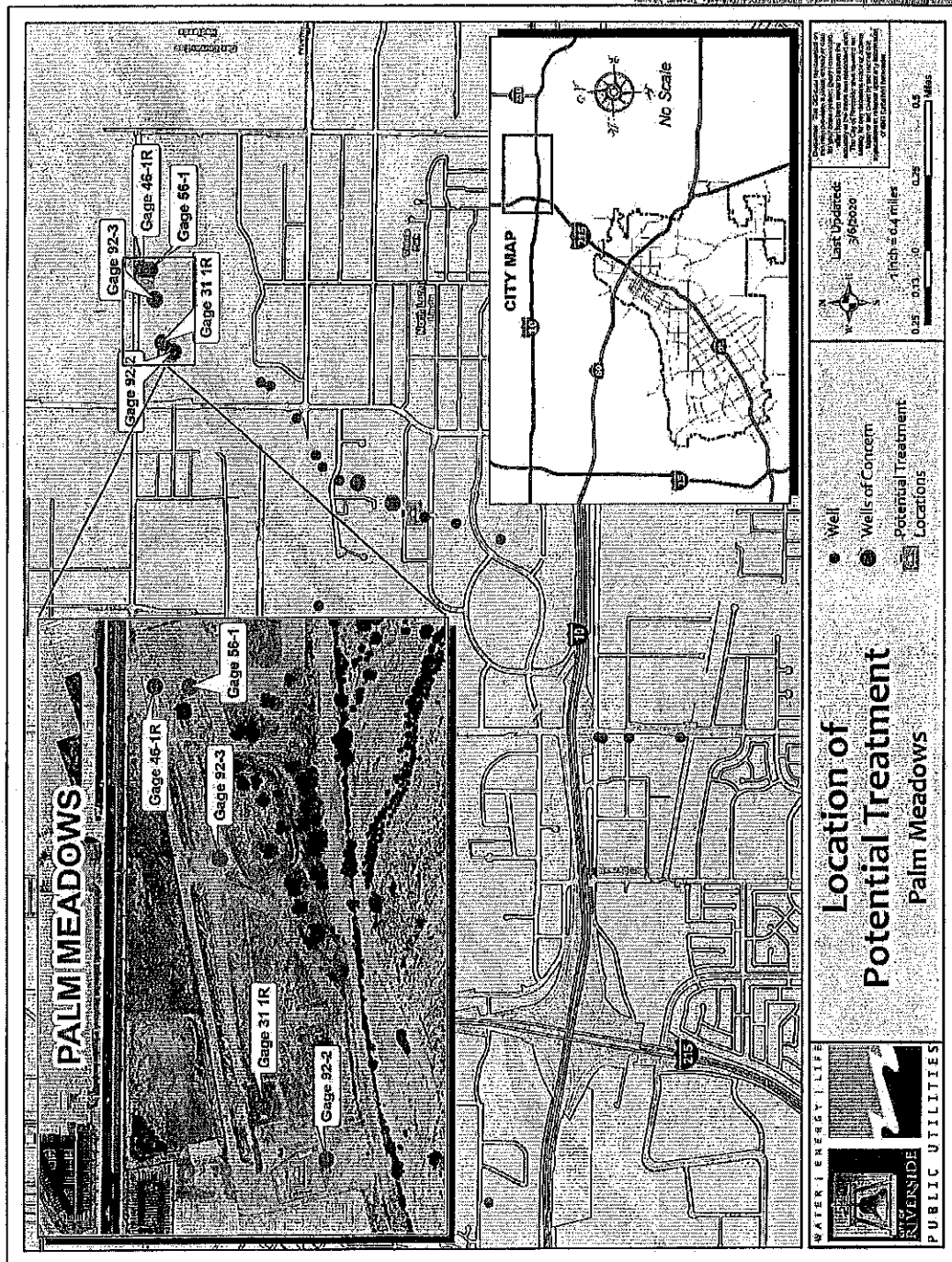
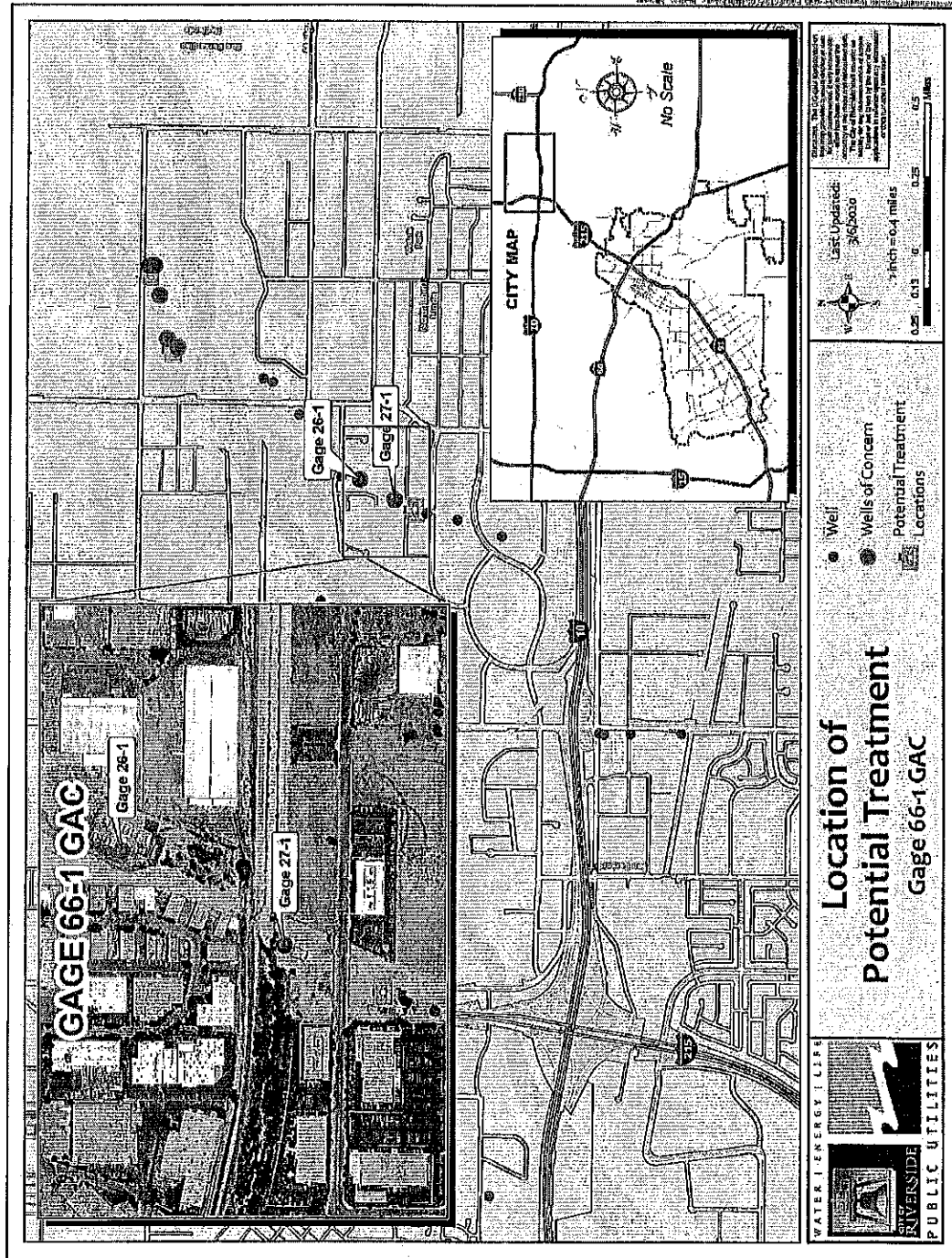


Figure 4. Abandoned Gage 66-1



**EXHIBIT "B"**  
**COMPENSATION**

[illegible]

**EXHIBIT "C"**

**KEY PERSONNEL**



## ORGANIZATION & STAFFING

Our proposed Project Manager, Steve Friedman, has gathered a team of technical resources to effectively meet your goals. Most of our team members have a long history with HDR and working together, creating a stable leadership core to guide long-term strategies and daily operations. Our primarily local team will be supported by HDR's global resources to provide the greatest knowledge base possible to help meet City goals. The organizational chart below illustrates our team's reporting relationships and provides clear lines of communication among our staff. Biographies of key staff are provided in the Company Personnel section below as requested. Abbreviated resumes are provided in the Appendix.

### WORKING TOGETHER

*The core of this team (Steve Friedman, Pierre Kwan and Alice Wang) are just now completing a residuals handling study for the surface and groundwater treatment plant (Plant 134) for East Valley Water District. We have proven that this team can decisively and effectively provide best value treatment solutions for a neighboring agency.*

