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April 10, 2014

Peter Grenell, General Manager
San Mateo County Harbor District
400 Oyster Point Blvd, Suite 300
South San Francisco, CA 94080

Subject: Proposal to Provide Engineering Services for Romeo Pier Removal

M&N Project No. PWCGEN-19

Dear Peter,

We are writing to describe the services that we propose to provide to the San Mateo County Harbor District (the Harbor District) to assist in the preparation of construction documents to remove the Romeo Pier; a timber pier within the outer breakwater at Pillar Point Harbor. The pile structure has recently started to collapse due to its age and state of deterioration of the supporting members. An evaluation of the pier was performed in 1998 which recommended the pier be replaced at that time. The structure is at the end of its useful life and the Harbor District would like to remove the structure in order to reduce risk of injury or damage due to the collapse of the pier into the ocean water.

Based upon this, we propose to provide the following engineering services to the Harbor District.

SCOPE OF WORK

Construction Documents

1. Review existing drawings, reports, and other relevant documents that pertain to the construction and repair of the pier.
2. Conduct up to 2 site visits to document conditions of the pier. During the site visit we will verify dimensions and observe the overall condition of the pier, in addition we will:
 - Obtain samples of the painted timber on the buildings on the pier and have it tested for the 17 hazardous material metals (CAM-17) per California Administration Manual (CCR Title 23).
 - Prepare a a photographic record of existing conditions that will be documented for inclusion into the bid document package and to provide record of the pier for

the historic record. We will consult with and coordinate the efforts of the Half Moon Bay Historic Association in preparing the photographic records.

3. Prepare preliminary demolition plans and estimate quantities of pile and deck removal for use by the District to prepare permit applications.
4. Assist the District in their preparation Army Corps and Regional Water Board permit applications for the removal of the pier, if required. If consultation with other resource agencies (National Marine Fisheries, Fish & Wildlife Service, and Fish & Game) is required for the Corps permit, we will facilitate the process by contacting the appropriate agency staff.
5. Prepare a Bid Document package for the District, which will consist of the Bid Schedule, Design Drawings, and Technical Specifications. We assume the District will provide us with Standard General Conditions, review the Bid Document package, and issue the actual Call for Bids.

Bid Support

- Assist the District with identifying likely contractors for the work, answering questions related to the Call for Bids, attending a pre-Bid meeting, and providing assistance with Contractor selection.

Construction support

- Provide engineering support during construction by answering Requests for Information and attending up to 3 half-day meetings or site visits during the progress of the work.



FEE & SCHEDULE

We anticipate the following schedule for the proposed scope of work.

Task	Schedule	Fee
Construction Documents		\$38,500
Review Documents / Conduct Site Visits	3 wks from NTP	
Prepare Preliminary Demolition Plans	6 wks from NTP	
Prepare Draft Bid Document Package	12 wks from NTP	
Prepare Final Bid Document Package	2 wks from receipt of comments	
Provide Bid Support	6-8 wks	\$ 6,800
Provide Engineering Support During Construction	6-12 wks	\$15,900
Total		\$61,200

We propose to provide these services on a time and material basis per our standard rates; we anticipate that the total will not exceed \$61,200 and will not exceed this amount without your prior written approval.

We assume that if this proposal is accepted by the Harbor District they will provide a form of contract to provide these services.

Sincerely,
MOFFATT & NICHOL



Brad Porter, PE
Project Manager