

15-041

**PROFESSIONAL SERVICE AGREEMENT**

THIS AGREEMENT is made this 23 day of June, 2015 between:

COUNTY: Mariposa County Department of Public Works  
4639 Ben Hur Road  
Mariposa, CA 95338

and

CONTRACTOR: Golder Associates, Inc.  
425 Lakeside Dr.  
Sunnyvale, CA. 94085

**ARTICLE 1. TERM OF AGREEMENT**

- 1.01 Agreement Term: This Agreement shall become effective on July 1, 2015, and shall terminate on June 30, 2016, unless terminated in accordance with the provisions of Article 7 of this Agreement.

**ARTICLE 2. INDEPENDENT CONTRACTOR STATUS**

- 2.01 Independent Contractor: It is the express intention of the parties that Contractor is an independent Contractor and not an employee, agent, joint venturer or partner of County. Nothing in this Agreement shall be interpreted or construed as creating or establishing the relationship of employer and employee between County and Contractor or any employee or agent of Contractor. Both parties acknowledge that Contractor is not an employee for state or federal tax purposes. Contractor shall retain the right to perform services for others during the term of this Agreement.
- 2.02 Contractor Qualifications: Contractor represents that it has the necessary competence, experience and qualifications for the services to be performed.
- 2.03 Agreement Management: Contractor shall report to the Public Works Director who will review the activities and performance of the Contractor and administer this Agreement.

**ARTICLE 3. SERVICES TO BE PERFORMED BY CONTRACTOR**

- 3.01 Scope of Services: Contractor agrees to perform the services as described on Exhibit "A" attached hereto.

No additional services shall be performed by Contractor unless approved in advance in writing by the County stating the dollar value of the services, the method of payment, and any adjustment in Agreement time. All such services are to be coordinated with County and the results of the work shall be monitored by the Public Works Director or his/her

- 3.02 Method of Performing Services: Contractor will determine the method, details, and means of performing the above-described services. County shall not have the right to, and shall not, control the manner or determine the method of accomplishing Contractor's services.
- 3.03 Employment of Assistants: Contractor may, at the Contractor's own expense, employ such assistants as Contractor deems necessary to perform the services required of Contractor by this Agreement. County may not control, direct, or supervise Contractor's responsibility for assistants or employees in the performance of those services. Contractor assumes full performance of those services. Contractor assumes full and sole responsibility for the payment of all compensation and expenses of such assistants and for all state and federal income tax, unemployment insurance, Social Security, disability insurance and other applicable withholdings.

#### **ARTICLE 4. COMPENSATION**

- 4.01 Compensation: In consideration for the services to be performed by Contractor, County agrees to pay Contractor in proportion to the services satisfactorily performed in the not to exceed amount of \$ \_\_\_\_\_ for services as described above. The total sum to be paid to Contractor includes all labor, materials, travel and other expenses to be incurred by Contractor in the performance of the services described herein. Payment shall be made upon submission of a formal claim approved by the appropriate official of the County as follows:

- Total sum to be paid upon completion of services,  
or  
 Incremental payments based on the following schedule:  
Submittal of monthly invoices

**Funding Source: 601-0404-651-0418**

- 4.02 Invoices: Contractor shall submit detailed invoices for all services being rendered from the Contractor to the County. All invoices shall reference contract number.
- 4.03 Date for Payment of Compensation: County will endeavor to make payment within 45 days of invoices being submitted from the Contractor to the County, and approval and acceptance of the work by the County.
- 4.04 Expenses: Contractor shall be responsible for all costs and expenses incident to the performance of services for County, including but not limited to, all costs of equipment provided by Contractor, all fees, fines, licenses, bonds or taxes required of or imposed against Contractor and all other of Contractor's costs of doing business. County shall not be responsible for any expense incurred by Contractor in performing services for County.

#### **ARTICLE 5. OBLIGATIONS OF CONTRACTOR**

- 5.01 Tools and Instrumentalities: Contractor will supply all tools and instrumentalities, required to perform the services under this Agreement. Contractor is not required to purchase or rent any tools, equipment or services from County. County shall not provide working space, supplies, materials or other such support to Contractor in the performance of the services and tasks as described herein.

- 5.02** Indemnification: Contractor shall indemnify and hold County harmless against any and all liability imposed or claimed, including attorney's fees and other legal expenses, to the extent caused by the negligent performance of services by Contractor or Contractor's assistants, employees or agents, including all claims relating to the injury or death of any person or damage to any property. Contractor agrees to maintain a policy of liability insurance in the minimum amount of One Million Dollars (\$1,000,000) or an amount as otherwise determined appropriate by the County Risk Manager to cover such claims. Contractor shall furnish a certificate of insurance evidencing such insurance and naming the County as an additional insured for the above-cited liability coverage prior to commencing work. Acceptance by County of insurance certificates and endorsements required under this Agreement does not relieve Contractor from liability under this indemnification and hold harmless clause. By execution of this Agreement, Contractor acknowledges and agrees to the provisions of this Section and that it is a material element of consideration.
- 5.03** General Liability and Automobile Insurance: During the term of this Agreement Contractor shall obtain and keep in full force and effect a commercial, general liability and automobile policy or policies of at least \$1,000,000 combined limit for bodily injury and property damage; provided that the County, its officers, employees, volunteers and agents are to be named additional insureds under the policies, and that the policies shall stipulate that this insurance will operate as primary insurance for work performed by Contractor and its sub-contractors, and that no other insurance effected by County or the named insureds will be called on to cover a loss covered hereunder. The General Liability insurance shall be provided by an ISO Commercial General Liability policy, with edition dates of 1985, 1988, or 1990. The County will be named as an additional insured using ISO form CG 2010 1185 or the same form with an edition date no later than 1990, or in other form satisfactory to County.
- 5.04** Professional Liability Coverage: Contractor shall provide proof of professional liability coverage satisfactory to County prior to commencing work under the Agreement.
- 5.05** Certificate of Insurance: Contractor shall complete and file with the County prior to engaging in any operation or activity set forth in this Agreement, certificates of insurance evidencing coverage as set forth in paragraphs 5.02, 5.03 and 5.04 above and which shall provide that no cancellation or expiration by the insurance company will be made during the term of this Agreement, without thirty (30) days written notice to County prior to the effective date of such cancellation.
- 5.06** Workers' Compensation: During the term of this Agreement Contractor agrees to provide workers' compensation insurance for Contractor's employees and agents and agrees to hold harmless and indemnify County for any and all claims arising out of any injury, disability, or death of any of Contractor's employees or agents.
- 5.07** Public Employees Retirement System (CalPERS): In the event that Contractor or any employee, agent, or subcontractor of Contractor providing services under this Agreement is determined by a court of competent jurisdiction or the Public Employees Retirement System (CalPERS) to be eligible for enrollment in CalPERS as an employee of the County, Contractor shall indemnify, defend, and hold harmless County for the payment of any employee and/or employer contributions for CalPERS benefits on behalf of Contractor or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of County.

- 5.08** State and Federal Taxes: As Contractor is not County's employee; Contractor is responsible for paying all required state and federal taxes. In particular:
- a) County will not withhold FICA (Social Security) from Contractor's payments;
  - b) County will not make state or federal unemployment insurance contributions on behalf of Contractor;
  - c) County will not withhold state or federal income tax from payment to Contractor;
  - d) County will not make disability insurance contributions on behalf of Contractor;
  - e) County will not obtain workers' compensation insurance on behalf of Contractor.
- 5.09** Records: It is understood and agreed that all plans, studies, specifications, and data magnetically or otherwise recorded on computer or computer diskettes, records, files, reports, etc., in possession of the Contractor relating to the matters covered by this Agreement shall be the property of the County, and Contractor hereby agrees to deliver the same to the County upon request. It is understood and agreed that the documents and other materials including but not limited to those set forth hereinabove, prepared pursuant to this Agreement are prepared specifically for the County and are not necessarily suitable for any future or other use. Contractor shall maintain such records for a minimum of three (3) years or as otherwise required by law.
- 5.10** Contractor's Books and Records: Contractor shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to the County for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to the Contractor. Any records or documents required to be maintained shall be made available for inspection, audit and/or copying at any time during regular business hours, upon oral or written request of the County.
- 5.11** Assignability of Agreement: It is understood and agreed that this Agreement contemplates personal performance by the Contractor and is based upon a determination of its unique personal competence and experience and upon its specialized personal knowledge. Assignments of any or all rights, duties or obligations of the Contractor under this Agreement will be permitted only with the express written consent of the County.

## **ARTICLE 6. OBLIGATIONS OF COUNTY**

- 6.01** Cooperation of County: County agrees to comply with all reasonable requests of Contractor and provide access as allowed by law to all documents reasonably necessary to the performance of Contractor's duties under this Agreement.
- 6.02** Assignment: Neither this Agreement nor any duties or obligations under this Agreement may be assigned by County without the prior written consent of Contractor.

## **ARTICLE 7. TERMINATION OF AGREEMENT**

- 7.01** Termination Occurrence of Stated Events: This Agreement shall terminate automatically on the occurrence of any of the following events:
1. Bankruptcy or insolvency of Contractor;
  2. Death of Contractor.

- 7.02 Termination by County for Default of Contractor: Should Contractor default in the performance of this Agreement or materially breach any of its provisions, County, at County's option, may terminate this Agreement by giving written notification to Contractor.
- 7.03 Termination for Convenience of County: County may terminate this Agreement at any time by mailing a notice in writing to Contractor that the Agreement is terminated. Said Agreement shall then be deemed terminated and no further work shall be performed by Contractor. If the Agreement is so terminated, the Contractor shall be paid for that percentage of the phase of work actually completed, based on a pro rata portion of the compensation for said phase satisfactorily completed at the time the notice of termination is received.
- 7.04 Termination of Funding: The parties acknowledge that the nature of government finance is unpredictable, and that the rights and obligations set forth in this Agreement are necessarily contingent upon the receipt and/or appropriation of the necessary funds. In the event that funding is terminated, in whole or in part, for any reason, at any time, this Agreement and all obligations of County arising from this Agreement shall be immediately discharged. County agrees to inform Contractor no later than thirty (30) calendar days after County determines, in its sole judgment, that funding will be terminated and the final date for which funding will be available.

## **ARTICLE 8. GENERAL PROVISIONS**

- 8.01 Notices: Any notices to be given hereunder by either party to the other may be effected either by personal delivery in writing or by mail, registered or certified, postage prepaid and return receipt requested. Mailed notices shall be addressed to the parties at the addresses appearing in the introductory paragraph of this Agreement, but each party may change the address by written notice in accordance with this paragraph. Notices delivered personally will be deemed communicated as of actual receipt; mailed notices will be deemed communicated as of two (2) days after mailing.
- 8.02 Entire Agreement of the Parties: This Agreement supersedes any and all agreements, either oral or written, between the parties hereto with respect to the rendering of services by Contractor for County and contains all the covenants and agreements between the parties with respect to the rendering of such services in any manner whatsoever. Each party to this Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which is not embodied herein, and that no other agreement, statement, or promise not contained in this Agreement shall be valid or binding. Any modification of this Agreement will be effective only if it is in writing signed by the party to be charged and approved by the County as provided herein or as otherwise required by law.
- 8.03 Partial Invalidity: If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.
- 8.04 Attorney's Fees: If any action at law or in equity, including an action for declaratory relief, is brought to enforce or interpret the provisions of this Agreement, the prevailing party will be entitled to reasonable attorneys' fees, which may be set by the court in the same action or in a separate action brought for that purpose, in addition to any other relief to which that party may be entitled.

**8.05** Conformance to Applicable Laws: Contractor shall comply with the standard of care regarding all applicable federal, state and county laws, rules and ordinances. No discrimination shall be made by Contractor in the employment of persons who work under this Agreement because of race, color, national origin, ancestry, disability, sex or religion of such person.

**8.06** Waiver: In the event that either County or Contractor shall at any time or times waive any breach of this Agreement by the other, such waiver shall not constitute a waiver of any other or succeeding breach of this Agreement, whether of the same or any other covenant, condition or obligation.

**8.07** Governing Law: This Agreement and all matters relating to it shall be governed by the laws of the State of California and County of Mariposa and any action brought relating to this Agreement shall be held exclusively in a state court in the County of Mariposa.

Executed at Mariposa, California, on the date and year first above written.

**COUNTY:**  
Mariposa County

Merlin Jones 6-23-15  
Merlin Jones Date  
Chair of the Board

**CONTRACTOR:**

Kraig H. Johnson 6/11/15  
(Signature) Date

**ATTEST:**

Rene LaRoche  
RENE LaROCHE  
Clerk of the Board

**APPROVED AS TO FORM:**

Steven W. Dahlem 6-24-15  
STEVEN W. DAHLEM Date  
County Counsel



June 3, 2015

Project No. 053-7487-15

Mr. Greg Ollivier  
 Mariposa County Department of Public Works  
 4639 Ben Hur Road  
 Mariposa, CA 95338

**RE: PROPOSAL PRESENTING SCOPE OF WORK AND COST ESTIMATE, 2015 – 2016  
 MONITORING AND REPORTING, MARIPOSA COUNTY LANDFILL**

Dear Mr. Ollivier:

This letter presents Golder Associates Inc.'s (Golder) proposal with scope of work and cost estimate to perform groundwater, surface water, landfill gas, and leachate monitoring and reporting for the Mariposa County Landfill during the second half of 2015 through June 2016. The proposed scope of work is based on Monitoring and Reporting Program (MRP) No. R5-2003-0094 and the perimeter landfill gas (LFG) migration monitoring requirements. We have included costs to begin routine sampling and analysis of the three proposed off site EMP wells and have removed costs for sampling well E-5, which is proposed for destruction.

#### **Proposed Monitoring and Reporting Scope of Work**

To address the requirements of MRP No. R5-2003-0094 and State landfill gas migration monitoring, Golder proposes to:

- Measure the depth to water in each site monitoring well quarterly.
- Sample the four site monitoring wells (excluding E-5, which will be destroyed) and the off-site Bardini well semi-annually.
  - In addition, sample three new EMP wells starting in fourth quarter 2015
- Sample three surface water points semi-annually, if water is present.
- Sample three perimeter landfill gas probes for VOCs on a semi-annual schedule.
- Monitor five perimeter landfill gas probes for methane, CO<sub>2</sub>, and oxygen quarterly.
- Sample three leachate points annually.
- Submit samples to a California state-certified analytical laboratory (BC Laboratories).
- Produce a semi-annual and annual monitoring report per the WDR/MRP requirements.
- Prepare a quarterly perimeter LFG monitoring report for submittal to the County LEA.

It is our understanding that County personnel will perform the monthly leachate monitoring for total flow, flow rate, electrical conductivity, and pH required in the WDR/MRP. All sampling and analysis will be performed in accordance with the protocol described in Golder's Groundwater Sampling and Laboratory Procedures. Field measurements of pH, specific conductance, temperature, and turbidity will be taken and recorded on water sample field data sheets. Samples will be properly preserved and stored on the day of sampling. Chain-of-custody documentation will accompany the samples through collection and delivery to a State-certified analytical laboratory.

The following summarizes the work schedule covered by this proposal:

- July 2015 – first semi-annual monitoring report and second quarter gas monitoring report

2015 Proposal Mariposa County Landfill.docx

Golder Associates Inc.  
 425 Lakeside Drive  
 Sunnyvale, CA 94085 USA

Tel: (408) 220-9223 Fax: (408) 220-9224 [www.golder.com](http://www.golder.com)



- September 2015 – third quarter perimeter gas monitoring and report
- December 2015 – fourth quarter gas monitoring and second semi-annual monitoring
- January 2016 – annual 2015 monitoring report and fourth quarter gas monitoring report
- March 2016 - first quarter perimeter gas monitoring and report
- June 2016 - second quarter perimeter gas monitoring and first semi-annual monitoring

### **Deliverables**

Golder will prepare semi-annual and annual monitoring reports containing the information required by the MRP. The reports will include a summary of the site conditions, discussion of the monitoring event results, tabulated analytical results, time-concentration graphs of data, statistical analyses, Piper graph of inorganic chemistry data, groundwater contour maps, groundwater flow velocity calculations, and an evaluation of field and laboratory QC data. In addition, each report shall include all back-up data such as field data sheets, chain-of-custody documentation, and certified analytical reports. Golder will incorporate information provided by County personnel to address other requirements of the MRP. This information includes site inspections, leachate extraction volumes, and standard observations. The semiannual monitoring reports will be uploaded to the State GeoTracker website. Quarterly perimeter landfill gas migration monitoring reports will be prepared for submittal to the county LEA.

### **Schedule**

Reporting for the first semi-annual monitoring period (January through June) will take place in July. Sampling for the second semi-annual monitoring period (July through December) will be performed in the latter half of the monitoring period (November or December). This sampling interval will provide samples that are obtained during the wet and dry seasons. Draft monitoring reports will be provided at least two weeks prior to their due dates (July 31, 2015 and January 31, 2016), if all supporting information is provided by the County in time. The report for the first semi-annual 2016 monitoring period (January 2016 through June 2016) is not included in this proposal, because the work will be completed in July 2016 during the next County fiscal year.

### **Cost**

Golder proposes to complete the WDR/MRP and perimeter landfill gas monitoring scope described above for an estimated fee of \$27,658 (see attached cost estimate). We will bill you on a time and expenses basis and will not exceed our estimate without your prior approval.

Golder sincerely values its relationship with Mariposa County, and is appreciative of the opportunity to provide this proposal. Please feel free to call if you have any questions.

Sincerely,  
**GOLDER ASSOCIATES INC.**

*Kris H. Johnson*

Kris H. Johnson, P.G. 4496, C.E.G. 1763  
Associate and Senior Consultant

Attachments: Cost Estimate  
Professional Rate Schedule



# Golder Associates COST ESTIMATE

CLIENT/SITE: Mariposa County Landfill  
 PROJECT: Groundwater Monitoring, 2015-2016

DATE: June 2, 2015  
 PROJECT NO. 053-7487-15

ITEM DESCRIPTION	UNIT	UNIT COST	QUANTITY	COST	SUB-TOTAL	ANNUAL TOTAL
------------------	------	-----------	----------	------	-----------	--------------

<b>SUMMARY:</b>						
<b>Task 1 - Sampling</b>						<b>\$11,193</b>
<b>Task 2 - Laboratory Analysis</b>						<b>\$5,226</b>
<b>Task 3 - Semi-annual/Annual Reporting</b>						<b>\$11,239</b>
<b>TOTAL</b>						<b>\$27,658</b>

This cost estimate is based on MRP R5-2003-0094. For July 2015 through June 2016.

## Task 1 - Sampling

### Quarterly Water Levels & Gas Monitoring/Reporting

SCOPE: Measure water levels quarterly. Measure perimeter gas probes and structures and prepare report. 3Q15, 1Q16

#### Professional Services

Technician II	hour	\$102	8	\$816	
Staff Scientist	hour	\$118	1	\$118	
Senior Consultant	hour	\$220	0.5	\$110	\$1,044

#### Equipment

Field Vehicle (4x4)	day	\$85	1	\$85	
Mileage	mile	0.50	300	\$150	
Portable Landfill Gas Meter	day	\$100	1	\$100	
Water Level Indicator	day	\$20	1	\$20	\$355
Admin/Comm Fee (7% of labor)					\$73
<b>Total for one quarterly event</b>					<b>\$1,472</b>

## Semiannual Sampling

SCOPE: Measure water levels and sample all site monitoring points. 4q15, 2q16

Includes 4 groundwater wells (assumes E-5 is destroyed and not monitored), 3 off-site EMP wells, 1 water supply well, 3 surface water, and 3 gas probes semi-annually, and 3 leachate points annually.

#### Professional Services

Technician II	hour	\$100	28	\$2,800	
Senior Consultant	hour	\$220	1	\$220	\$3,020

#### Equipment

Field Vehicle (4x4)	day	\$85	2	\$170	
Mileage	mile	0.50	300	\$150	
Per Location Charge	each	\$25	15	\$375	
Filters	each	\$18	11	\$198	\$893
Admin/Comm Fee (7% of labor)					\$211
<b>Total for one SA event</b>					<b>\$4,124</b>

**Total for 2 quarterly & 2 semiannual** **\$11,193**

## Task 2 - Laboratory Analysis

SCOPE: sample kit delivery, sample transport, analyses, field and lab QA/QC, electronic deliverable, 15-day turnaround.

TDS	each	\$10	22	\$220	
Alkalinity (bicarbonate, carbonate)	each	\$18	22	\$396	
Chloride	each	\$10	22	\$220	
Nitrate/nitrite as N	each	\$10	22	\$220	
Sulfate	each	\$10	22	\$220	
Ca, Mg, K, Na	each	\$24	22	\$528	
TO-14, methane	each	\$200	6	\$1,200	
VOCs (EPA 8260, App. I)	each	\$70	22	\$1,540	\$4,544
Outside Service Mark Up (15%)					\$682

**Total for two semiannual events** **\$5,226**

# Golder Associates COST ESTIMATE

CLIENT/SITE: Mariposa County Landfill  
 PROJECT: Groundwater Monitoring, 2015-2016

DATE: June 2, 2015  
 PROJECT NO. 053-7487-15

ITEM DESCRIPTION	UNIT	UNIT COST	QUANTITY	COST	SUB-TOTAL	ANNUAL TOTAL
------------------	------	-----------	----------	------	-----------	--------------

### Task 3 - Semi-annual/Annual Reporting

SCOPE: Prepare, assemble, distribute semi-annual and annual reports. Geotracker upload.

#### Professional Services

Admin	hour	\$76	2	\$152		
Drafter	hour	\$112	2	\$224		
Staff Scientist	hour	\$118	28	\$3,304		
Senior Consultant	hour	\$220	4	\$880	\$4,560	
				Admin/Comm Fee (7% of labor)	\$319	
				<b>Total for one standard report</b>	<b>\$4,879</b>	

#### Additional Professional Services for Annual Report

Staff Scientist	hour	\$118	8	\$944		
Senior Consultant	hour	\$220	2	\$440	\$1,384	
				Admin/Comm Fee (7% of labor)	\$97	
				<b>Total for one annual report</b>	<b>\$6,360</b>	
				<b>Total for one year</b>		<b>\$11,239</b>

**Project Total for June 2015 through June 2016 \$27,658**