



July 3, 2025

To: City of Arcata – Environmental Services  
Attn: Doug Culbert  
736 F Street  
Arcata, CA 95521

RE: Revised Proposal  
Engineering Services for the City of Arcata – First Street Lift Station Improvement Project

Dear Mr. Culbert,

The purpose of this letter is to summarize the scope of work and cost estimate to provide Design Development and Engineering Services to the City of Arcata (City) for proposed Improvements to the First Street Lift Station. Our understanding of the proposed improvement includes the following project goals:

- Upgrading the Lift Station to use all electrical pumps including an overhead crane for maintenance.
- Improving the piping and flow controls systems for incoming effluent to provide the ability to balance bypass flows and use of the wet well efficiently.
- Improve piping in and out of the wet well to allow for safer access into the wet well for maintenance.

### **Engineering Services Scope of Work**

NorthPoint Consulting Group, Inc. (NorthPoint) will develop Construction Documents including drawings and specifications to be used for bidding and construction by the City of Arcata. Northpoint will, in conjunction with our sub-consultants, provide Design Development Services and Construction Documents as described in the Request for Engineering Services received June 3<sup>rd</sup>, 2025, including Task 1 items A, B, and C, and Task 2 items A, B, D, E, and G.

Northpoint will provide Project Management and Engineering Services to lead and develop initial base mapping and surveying as required to coordinate with PG&E and to develop a range of conceptual improvement alternatives to meet the project goals. Once a conceptual alternative is selected, Northpoint will proceed with the development of Construction Documents. Northpoint will provide deliverables to the City for review and comment at 50% completion and 95% completion. City review comments will be incorporated into the subsequent deliverable, 95% review comments will be incorporated into the Construction Documents and a wet signed set of drawings and specifications will be provided to the City as the final deliverable.



**Schedule (efforts are ongoing/deliverable or milestone completion weeks after notice to proceed)**

Initial Electrical Design – load development and Initial PG&E coordination	-Week 6
Initial Survey (boundary, existing easement, topography, site features)	- Week 8
PG&E Coordination – coordination, Assist the City with application for service	-Week 10
Design Development and Selection of Conceptual Alternative	-Week 12
50% Construction Document Submittal	-Week 16
95% Construction Document Submittal	-Week 22
Final Construction Document Submittal	-Week 26

**Our Team**

**NorthPoint**

Praj White, P.E. Principal Engineer for civil design and engineering

Tim Windbigler, Senior Designer/Project Manager and main point of Contact

Scott Neilsen, P.E. Principal Engineer for structural Design and Engineering

Civil Design and Drafting Staff

**Kelly Ohearn and Associates**

Mike O’Hern, P.L.S. (Survey)

**Jacobson Engineering**

Fred Jacobson, E.E. (Electrical Engineering and Design Support)

**Rinehart Engineering**

Brett Rinehart, P.E. (Quality Control and Design Support)

**Engineering Services Cost Estimate**

Our time-and-materials not-to-exceed cost estimate for this project is \$162,200.00. Our cost estimate includes bi-weekly coordination meetings with our team and the City as necessary. Please find the attached cost breakdown work sheets and current Hourly rates as listed in the 2023 Professional Services Agreement with the City of Arcata with applicable annual escalation.

If you have any questions, please email or call me at [praj@northpointeureka.com](mailto:praj@northpointeureka.com) or (707) 798-6438.

Sincerely,



Praj White, P.E.  
Principal Engineer



## Exhibit A – Attachment 1

### 07/01/2024 – 06/30/2025 Rate Schedule City of Arcata Professional Services

#### Reimbursable Expenses Schedule

---

Reimbursable Expenses are subject to review and adjustment annually. Rates and charges for Reimbursable Expenses as of the date of this Agreement are:

Mileage (auto)	67 cents per mile
Air Transportation	at cost
Meals and Lodging	at cost
Reimbursable Charges*	Cost plus 10% surcharge

\*Reimbursable charges include but are not limited to: outside printing services, any permitting agency fees paid on the clients behalf, outside laboratory testing, and subconsultant fees not explicitly included in the project scope, etc.

#### Hourly Rates Schedule by Employee

---

The maximum percent increase in hourly rates form one fiscal year to the next (July 1 to June 30) during the three-year agreement is 5%.

Billing Class	Title	Rate*
Annje Dodd, PhD, PE	Principal Engineer	\$183.75
Praj White	Principal Engineer	\$183.75
Scott Nilsen	Project Engineer III	\$157.50
Derek Roelle	Assistant Engineer II	\$105.00
Michelle Aldrete	Assistant Engineer II	\$105.00
Liam McLaughlin	Assistant Engineer I	\$84.00
Lia Nelson	Planner II	\$110.25
Peter Hill	Planner II	\$105.00
Amelia Vergel de Dios	Planner I	\$90.00
Tim Windbigler	Designer II	\$115.00
Tory Swift	Designer II	\$105.00
Cody Garrison	Designer I	\$73.50
Gladys Arechiga	Designer I	\$78.00
General Administration	Administration	\$68.25
Intern	Intern	\$60.00

\*All time is billed in 15-minute increments. Telephone calls, emails and office visits shall be billed by NorthPoint Consulting Group, Inc. at a minimum of 15 minutes (0.25 of an hour) at the rates listed in the table. Any telephone calls, email responses or office visits exceeding 15 minutes shall be billed for actual time incurred.

**Task 1 - Surveying / Mapping**

A:	Topographic site survey	
	Topographic survey and map by Kelly-O'hern Associates	\$3,850.00
	Existing easement investigation by Kelly-O'hern Associates	\$1,375.00
	PG&E service location coordination by Jacobson Engineering Management, Design, Plan drafting by NorthPoint Consulting	\$2,750.00
		\$3,544.38
B:	PG&E Easement	
	Legal description and plat by Kelly-O'hern Associates	\$4,400.00
	PG&E service requirements by Jacobson Engineering Management, Design, Plan drafting by NorthPoint Consulting	\$5,500.00
		\$3,935.00
C:	Boundary for generator	
	Boundary survey, description review by Kelly-O'hern Associates	\$3,300.00
	Generator requirements by Jacobson Engineering Management, Design, Plan drafting by NorthPoint Consulting	\$2,750.00
		\$3,583.00

**Task 2 - Plans and Specifications**

A:	Project Planset	
	Civil design with plans created by NorthPoint Consulting	\$37,894.25
	Design and quality control review by Rinehart Engineering	\$5,500.00
	Mechanical design with plans created by NorthPoint Consulting	\$20,512.50
	Design and quality control review by Rinehart Engineering	\$5,500.00
	Structural design with plans created by NorthPoint Consulting	\$41,744.50
	Design and quality control review by Rinehart Engineering	\$5,500.00
	Electrical design with plans created by Jacobson Engineering	\$9,583.75
	Design and quality control review by Rinehart Engineering	\$1,000.00
B:	PG&E Site Power	
	Electrical site power by Jacobson Engineering	Incl.
	Coordination and review by NorthPoint Consulting	Incl.
C:	Construction Specification	
	Construction Specification coordination and oversight by NorthPoint Consulting	Incl.
D:	Plan production	
	Project plan production, coordination, and oversight by NorthPoint Consulting	Incl.
	Electrical plan production by Jacobson Engineering	Incl.
E:	Technical Specifications	
	Civil and Structural Specification by NorthPoint Consulting	Incl.
	Mechanical Specification by Rinehart Engineering and NorthPoint Consulting	Incl.
	Electrical Specification by Jacobson Engineering	Incl.
G:	City review coordination at 30%, 50%, and 95%	
	Plan and Specification review coordination by NorthPoint Consulting	Incl.
	Total Cost	\$162,222.38

<b>Initial Survey (boundary, existing easements, topography, site features)</b>		Design	Asst Eng	Princ	
NPCG Project Management	\$3,544.38	Coord 20	2	2	
Survey Subconsultant	\$8,525.00	Draft 5		0.5	
		\$115.00	\$105.00	\$183.75	
		<b>\$2,875.00</b>	<b>\$210.00</b>	<b>\$459.38</b>	
<b>Initial Electrical Design - load development, PG&amp;E coordination</b>		Design	Asst Eng	Princ	
NPCG Project Management	\$3,935.00	Coord 20	2	4	
Electrical Engineer Subconsultant	\$5,500.00	Draft 6			
		Rates \$115.00	\$105.00	\$183.75	
		<b>\$2,990.00</b>	<b>\$210.00</b>	<b>\$735.00</b>	
<b>Initial PG&amp;E - coordination, application, final survey</b>		Design	Draft	Princ	
NPCG Project Management	\$3,583.00	Coord 12		4	
Electrical Engineer Subconsultant	\$2,750.00	Draft 4	12		
Survey Subconsultant	\$4,400.00	Rates \$115.00	\$84.00	\$183.75	
		<b>\$1,840.00</b>	<b>\$1,008.00</b>	<b>\$735.00</b>	
<b>Existing Pump &amp; Piping - demolition plan</b>		Design	Asst Eng	Draft	Princ
NPCG Design & Project Management	\$12,085.75	Design 20	4		4
Electrical Engineer Subconsultant	\$2,750.00	Coord 24			5
		Draft 8		48	
		Rates \$115.00	\$105.00	\$84.00	\$183.75
		<b>\$5,980.00</b>	<b>\$420.00</b>	<b>\$4,032.00</b>	<b>\$1,653.75</b>
<b>New Pump - review / design, siting</b>		Design	Asst Eng	Draft	Princ
NPCG Design & Project Management	\$20,512.50	Design 48	15		16
Electrical Engineer Subconsultant	\$8,250.00	Coord 25			6
QC Subconsultant	\$5,500.00	Draft 20		50	
		Rates \$115.00	\$105.00	\$84.00	\$183.75
		<b>\$10,695.00</b>	<b>\$1,575.00</b>	<b>\$4,200.00</b>	<b>\$4,042.50</b>
<b>Electrical design for instrumentation</b>		Design	Asst Eng	Draft	Princ
NPCG Design & Project Management	\$1,333.75	Design 5			1
QC Subconsultant	\$1,000.00	Coord 5			
		Draft			
		Rates \$115.00	\$105.00	\$84.00	\$183.75
		<b>\$1,150.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$183.75</b>
<b>Influent collection system - piping and pipe controls redesign</b>		Design	Asst Eng	Draft	Princ
NPCG Design & Project Management	\$25,808.50	Design 60			12
QC Subconsultant	\$5,500.00	Coord 30			10
		Draf 16		114	
		Rates \$115.00	\$105.00	\$84.00	\$183.75
		<b>\$12,190.00</b>	<b>\$0.00</b>	<b>\$9,576.00</b>	<b>\$4,042.50</b>
<b>Wet Well - redesign</b>		Design	Asst Eng	Draft	Princ
NPCG Design & Project Management	\$22,827.50	Design 60			10
QC Subconsultant	\$5,500.00	Coord 24			8
		Draft 20		90	
		Rates \$115.00	\$105.00	\$84.00	\$183.75
		<b>\$11,960.00</b>	<b>\$0.00</b>	<b>\$7,560.00</b>	<b>\$3,307.50</b>
<b>Structure - wet well, floor, crane &amp; wall structure analysis</b>		Design	Asst Eng	Draft	Princ
NPCG Design & Project Management	\$18,917.00	Design 40			20
		Coord 15			12
		Draft 16		68	
		Rates \$115.00	\$105.00	\$84.00	\$157.50
		<b>\$8,165.00</b>	<b>\$0.00</b>	<b>\$5,712.00</b>	<b>\$5,040.00</b>

NPCG Staff Design and Project Management	\$112,547.38
Electrical Engineer Subconsultant	\$19,250.00
Survey Subconsultant	\$12,925.00
QC Subconsultant	\$17,500.00
<b>Total</b>	<b>\$162,222.38</b>