

Applications

Specific Applications Include:

Wastewater Treatment

- Main collection station pumping
- Influent pumping to a treatment plant and effluent pumping to final disposal
- Return pumping of activated sludge to aeration basins
- Scum removal

Water Treatment

- Storm water and combined storm water/sewage pumping

Hazardous Waste Impoundments

Skimming:

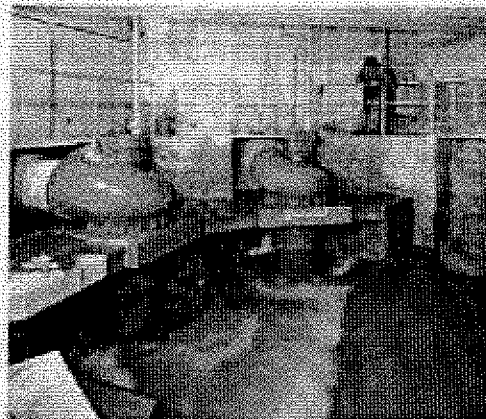
- Industrial

Oil/water
Plastic beads
Coal pile runoff

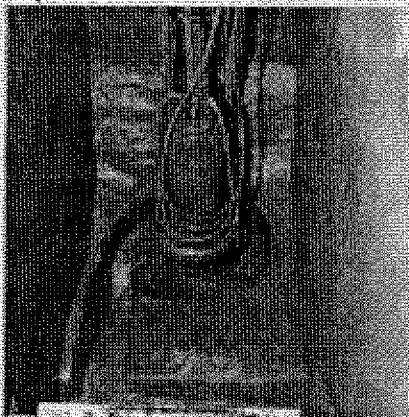
- Municipal

Clarifier Scum
Lift Station Scum

- Hundreds of prerotation pumping plants have been installed and are successfully operating in Europe and North America.

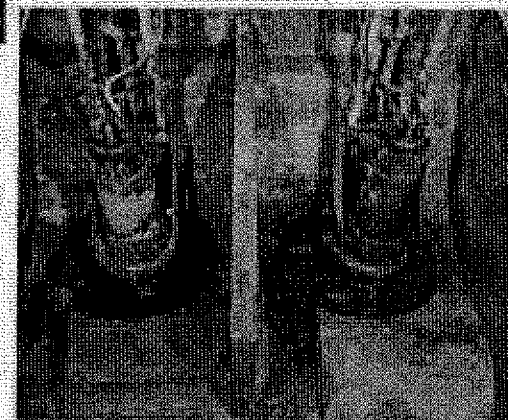


WEMCO F10K Pump handles 700-2960 GPM secondary sludge

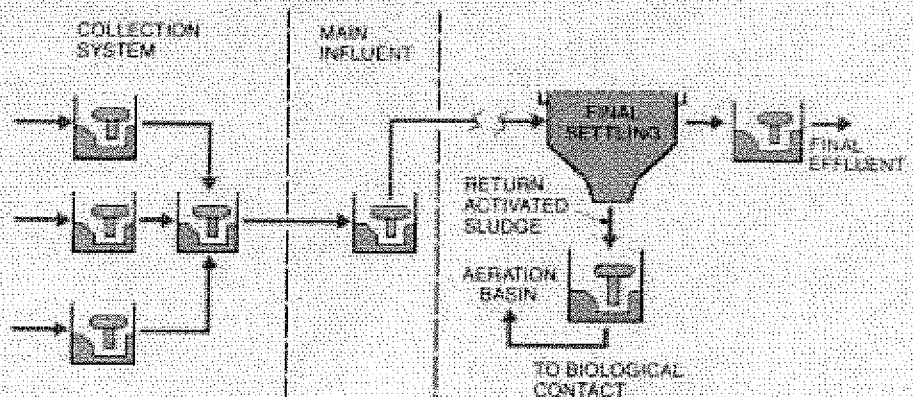


Stormwater station with two M28-DA prerotation stations capable of handling 5,000-40,000 GPM.

These pumps have been giving satisfactory service for over 15 years.



WEMCO Hidrostat F10K Pump Prerotation Station handles 1300-2900 GPM of return activated sludge



Typical sewage treatment applications.

The Operating Sequence

As in conventional pump stations, prerotation pumps are turned on at a high water level and turned off at a low water point. The range in between is known as the prerotation range. Within this range, the prerotation cycle starts with the controls in their normal "Pump-Off" position. As influent is allowed to enter the sump, the liquid level will rise to the start level (Figure 7), activating the "Pump-On" switch, and the pump begins to discharge liquid from the wet well. The rate at which this discharge occurs is determined by the point at which the pump characteristic curve and the system head curve intersect. Since no prerotation is occurring at this time (Figure 7) the pump operates on its published head capacity curve at 1050 gpm (Curve A-B, Figure 7).

If the influent flow rate exactly matches the discharge capacity of the pump, the liquid level in the sump will not change and the pump will continue to operate at 1050 gpm. On the other hand, if the influent flow rate to the sump is lower than the capacity of the pump, the liquid level will fall (Figure 8).

When the level falls below the prerotation basin weir, the fluid begins to flow through the tangential entrance channel of the basin (Figure 8). This does two things: first it establishes a "forebay" and a "prerotation basin" on either side of the weir.

Secondly, the entrance channel acts as a flume and creates an elevation difference between the forebay and prerotation basin. This elevation difference provides the energy to drive prerotation, which is the motive power that starts the prerotation cycle.

The amount of difference between the liquid level in the forebay and the liquid level in the prerotation basin determines the amount of prerotation. The greater the elevation difference (ΔH — Figure 8) the more energy available to drive prerotation — which means more prerotation occurs — resulting in less flow delivered by the pump. As a result of prerotation, the pump now operates at a reduced pumping rate of 700 gpm (Curve A-C Figure 8).

If the influent to the sump is reduced even more (Figure 9), the level of liquid in the basin falls to its lowest level in the forebay, and creates the most ΔH between the forebay and prerotation basin (Figure 9). At this point, prerotation is maximized and the pump capacity reaches its minimum flow of 350 gpm (Curve A-D, Figure 9).

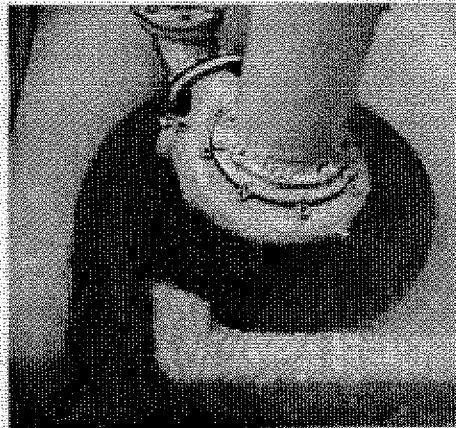
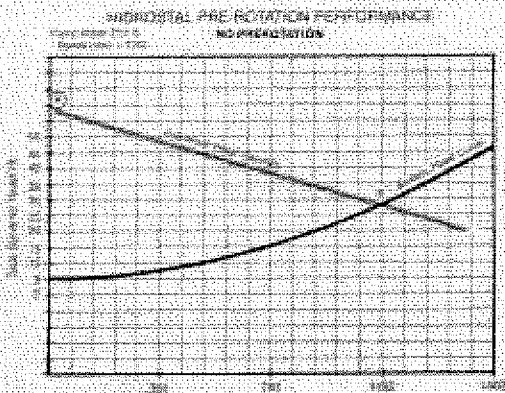
If the influent flow rate is less than the designed minimum flow rate of the prerotation system, the simple pump-off switch is activated and the pump is turned off (Figure 9). The pump will remain off until the sump is refilled to the pump-on level, and the cycle will repeat.

Conversely, if the influent to the sump increases, the reverse process takes place — ΔH is reduced — so the pump discharge capacity increases (Figures 8 and 7).

The WEMCO Solution. Prerotation with Automatic Flow Matching.

As the inflow to the station varies, prerotation adjusts the pump discharge rate to exactly match the new influent condition. The WEMCO prerotation system *automatically* matches any influent flow variation within the prerotation range without the need of any external controls.

Figure 7



Level above weir. Pump operates on published head capacity curve.

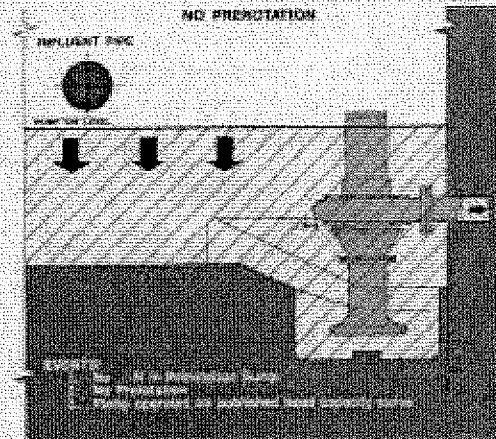
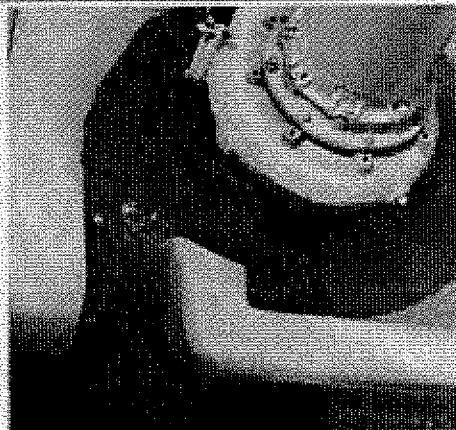
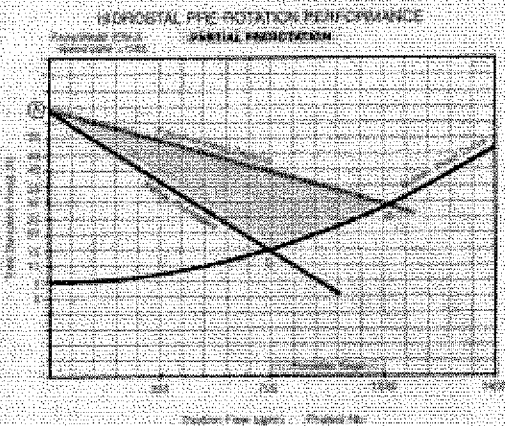


Figure 8



Partial prerotation. Pump capacity automatically reduced.

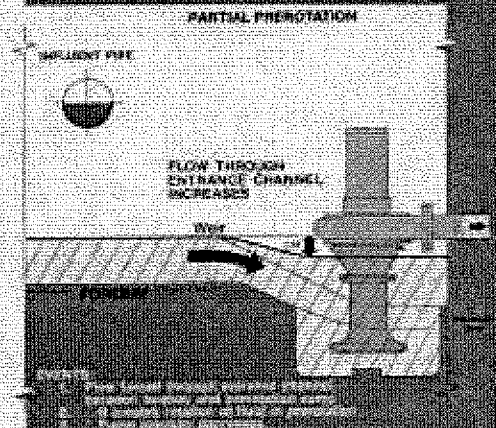
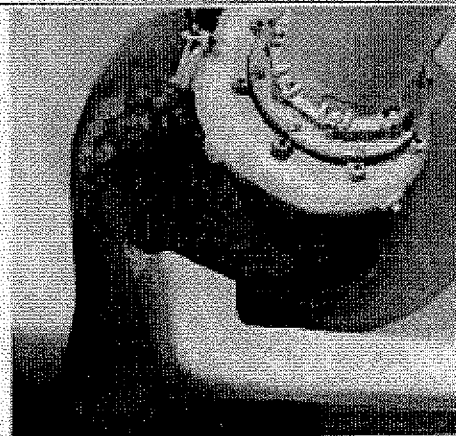
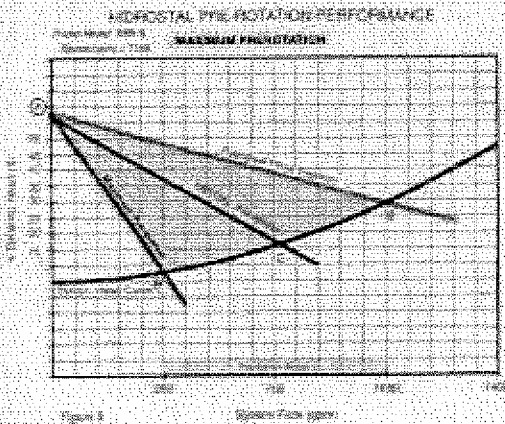
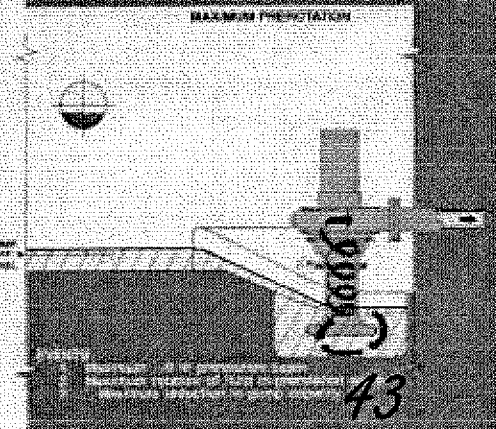


Figure 9



Maximum prerotation. Pump capacity reduced to minimum flow. Further flow reduction will turn off the pump.

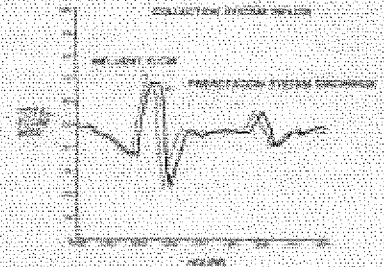


Features and Benefits

Automatic Flow Matching

The major advantage of the WEMCO prerotation system is its ability to *automatically* match discharge flow to highly variable sump inflows. Using constant

pump and motor speed, the system can provide variations in flow from 100% of design capacity to as low as 35%.

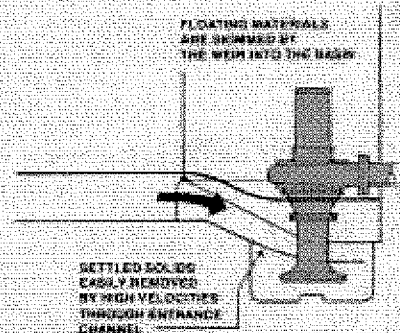


Clean Wet Wells

One of the major benefits of the WEMCO Prerotal system on liquids containing dirty solids, especially floating materials, is that the pump will automatically remove both settled and floating solids each time the pump goes

through its operating cycle from start to stop.

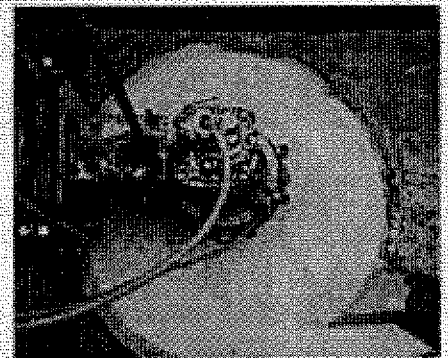
Removal of the floating solids reduces odors and eliminates the necessity of frequent cleaning of the sump.



Skimming

A special use for the versatile WEMCO Prerotal is it's effectiveness as a skimming device. In the accompanying photo, the styrofoam beads illustrate floating materials. When the WEMCO system goes into its prerotation mode — items such as raw sewage, wood chips, plastics, and other floatables are gently

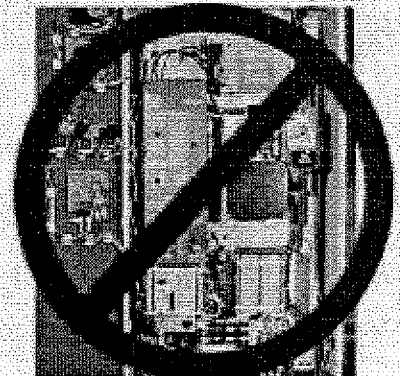
folded into the suction of the pump. In industrial applications, the pump fluid may then be screened and the solids captured. For applications requiring the pumping of oily water, plastic beads or other floating materials which must be removed, the WEMCO Prerotal system is an ideal choice.



Reliable and Simple

The self-regulating feature and the simplicity of the WEMCO Prerotal system keep both operation and maintenance costs low. With the exception of the pump, the system requires no moving parts to keep operating reliably. There are no electrical control elements other than the simple level and pump sequencing controls.

There are no electronically complex variable speed controls that are subject to frequent and frustrating failure and consequently, high service costs. Specially trained electronic technicians and/or expensive outside maintenance contracts are not required with the WEMCO Prerotal system.



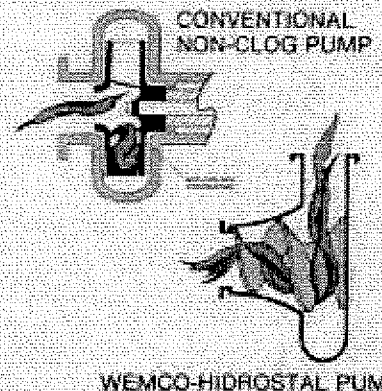
Clog-Free Performance

The heart of the WEMCO Prerostal system is the time-proven clog-free performance of the WEMCO HIDROSTAL screw/centrifugal pump.

The large, open channel from suction to discharge in the Hidrostal pump produces highly efficient, clog free operation, which allows it to handle not only

large solids, but also long fibrous materials with ease.

Conventional centrifugal, so-called non-clog, pumps tend to clog because they catch fibrous materials and solids on the impeller vane edge as the material enters the suction. Large, irregular objects often lodge between the inlet and discharge and cause clogging and mechanical damage.



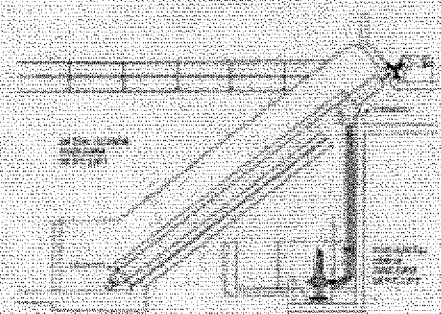
The WEMCO HIDROSTAL pump with its unique screw/centrifugal impeller eliminates these problems.

Reduced Capital and Construction Cost

The compact WEMCO Prerostal system requires minimal sump storage volume compared to conventional centrifugal pumps. Excavation depth and area requirements are less than with the Archimedes screw and "on-off" system. Multiple pumps with "on-off" controls require extra capital costs because large sumps are required to provide adequate stored volume in order to keep motor "starts" within acceptable limits. Variable speed pumping systems have high initial capital costs. Expensive controls boost the cost

of the systems, and their electronic components are expensive to purchase, maintain, and replace. Compared to either centrifugal pumps with variable speed drives or screw pump installations, prerotation can offer savings of up to 40% on construction costs alone.

The size and complexity of screw pump installations, including expensive gear boxes, make their costs at least one-third higher than the Prerostal system. Further, the screw pump is generally limited to 25 foot lifts, whereas the Prerostal



system can develop more than four times this head.

In addition to being compact, the Prerostal system is flexible and lends itself to a variety of arrangements.

Efficient Energy Use

The Prerostal system offers competitive wire-to-water efficiencies.*

The HIDROSTAL Pump and its constant speed motor offer a high efficiency that is usually equal to or better than competitive systems

at peak demand conditions. At reduced flows, the WEMCO Prerostal system can be fine-tuned to provide maximum efficiency at the most frequently occurring operating conditions. Thus, the overall pumping efficiency can be closely matched to the system's

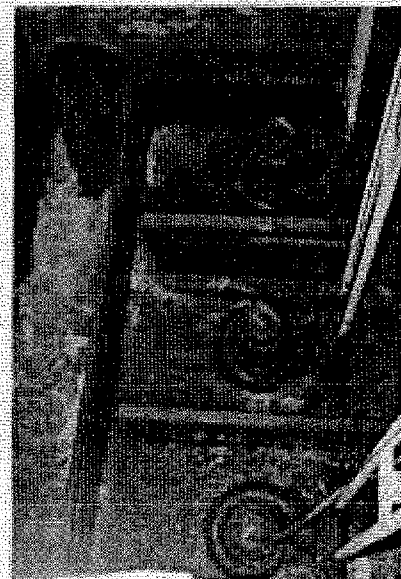
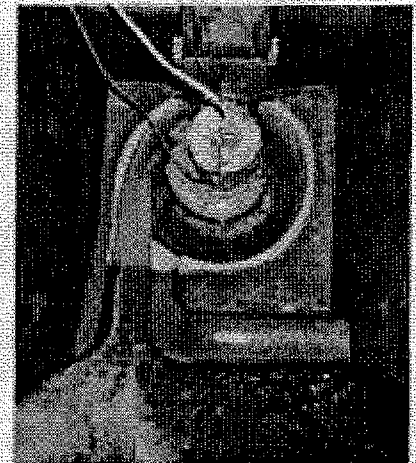
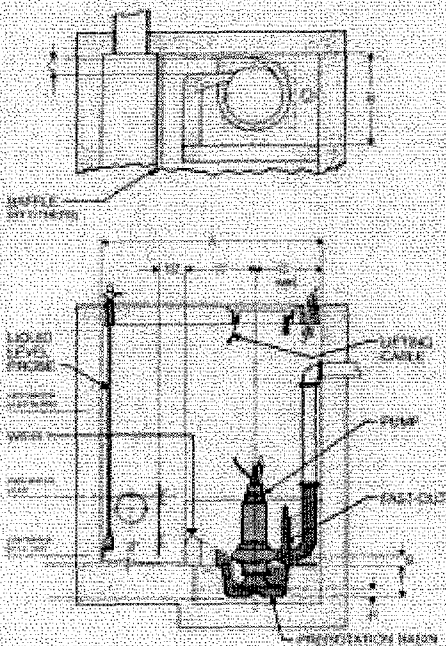
requirements, resulting in efficient energy use.

*The actual energy cost of running the pumping system compared to other variable flow alternatives.

Typical Installations

Pump	D3K	D4K	E4K	F4K	E5K	H5K	F6K	I6K	E8K	H8K	F10K	I10K	H12K	I16K	L20K
Basin	600	600	800	800	800	800	800	1000	800	1000	1000	1200	1200	1500	1500
A	96	96	96	96	96	120	120	120	120	120	132	132	144	180	180
B	32	32	40	40	40	40	40	48	40	48	48	64	64	72	72
C	4	4	8%	8%	8%	8%	8%	11	8%	11	11	12	12	8	8
M	14%	14%	15%	15%	15%	15%	15%	19%	15%	19%	19%	19%	25%	29%	29%
R	20	20	38	38	36	36	44	44	36	44	52	52	52	66	66
H	24	24	24	24	24	30	30	36	30	36	40	42	40	60	72
Q	26	26	34	34	34	42	34	42	38	42	44	48	56	60	68

TYPICAL PREROTATION STATION



Station Layout/Pump Selections

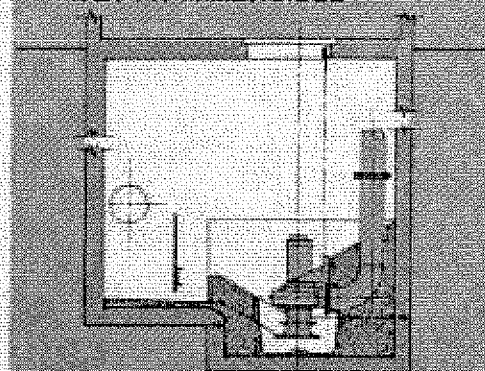
Prerotation has been developed to reduce costs at pumping stations that encounter highly varying inflows. Examples are sewage lift stations, activated sludge, stormwater, water treatment plants and industrial process pumping. With this in mind, WEMCO HIDROSTAL offers several standard station designs to satisfy most applications. However, we also welcome the opportunity to make recommendations for special designs when the application requires it. Station configurations include both wet and dry pit arrangements. Wet pits may be equipped with an immersible pump mounted in a fast-out fixture. Dry pit pumps with bearing housings are available in either close-coupled or extended shaft configurations.

Wet Pit Immersible station provides variable flow with a constant or 2 speed motor including a fast out device for quick and easy removal of pump. This arrangement provides the simplest, most economical, lowest maintenance and most compact lift station available.

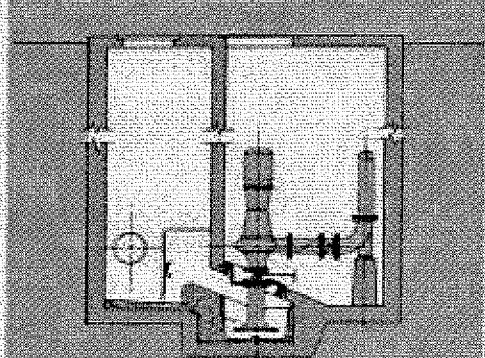
Dry Pit station offers efficient variable flow with easily accessible pump, stuffing box, and motor. A simple knife valve isolates the dry well during removal of the pump.

Dry Pit extended shaft station has the distinct advantage that the motor cannot be flooded, does not require special enclosure, and the pump is easily serviced. This construction is especially desirable for large pumps and motors.

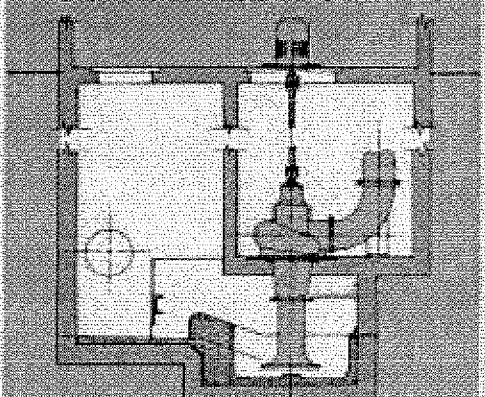
WET PIT-IMMERSIBLE



DRY PIT-SPECIAL



DRY PIT-EXTENDED SHAFT



WEMCO. Your Pump Specialist For Wastewater Sludges and Solids

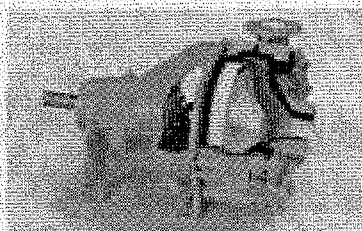
There's no need for you to consult a dozen companies for the specialized pumps you need to transport raw sewage or sludges you find in your wastewater treatment plant. Nor do you have to use a so-called "do-it-all pump" from a one-pump company.

Wemco has the expertise developed by 32 years of experience and applications know-how, and has a specially developed pump for every individual application of sludge processing. No other company comes close.

Wemco pumps, and pumping or degritting systems, handle tough solids efficiently throughout the entire wastewater treatment process, from lift stations to dewatered sludge. Every Wemco pump is specially designed to be the best pump for a specific application to ensure clog-free, wear resistant, long-lasting performance.

Our pumps move sewage, fibrous material, grit and all types of sludges from raw to digested — thick, thin, even dewatered. And they do it routinely with no fuss, no mess, no hassle.

Let us help you select the best pumps or systems for your specific wastewater applications. When it comes to wastewater treatment know-how, the only name you need to know is Wemco. Because wastewater and sludge handling is our business.



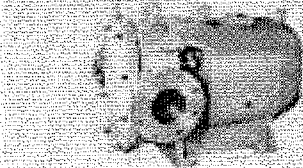
WEMCO Torque-Flow Pumps...

Pump pipe-sized solids and fibrous materials without clogging and handle fragile materials with minimal degradation. Pumps have slurry-type designs for abrasive services and can "run dry" without damage. Size 1" through 8" for capacities of 50 to 3200 GPM.



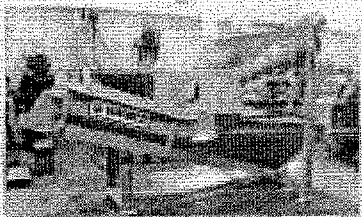
WEMCO Hidrostral Pumps...

Unique screw/centrifugal, open-channel impeller allows soft solids and fibrous materials to pass easily with no blockages. More than 80% efficiency reduces power costs, gentle action prevents damage to delicate solids. Size 3" through 20" for capacities of 50 to 24,000 GPM.



WEMCO Munifo Rotary Lobe Pump

For transporting raw or thickened sludge, metering polymer additives, or any other application where metered flow is required. Standard construction is polyurethane rotors in ductile iron case.



WEMCO Hydrogritter Cyclone & Classifier Dewatering System Separator

Removes and dewateres grit from primary sludge or influent. Protects other equipment from damage. Delivers clean, dewatered product for safe transport and disposal.



WEMCO PUMP

An Enertech product

WEMCO PUMP
P.O. Box 209 (84110-0209)
440 West 800 South
Salt Lake City, UT 84101-0209
Telephone: (801) 359-8731
Fax: (801) 355-9303

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***REQUEST FOR QUALIFICATIONS AND
PROPOSALS***

DESIGN SERVICES

for

**Braddock Sewer Lift Station Improvements
P-521**

January 2009

Submittal Deadline: 3:00 P.M., February 12, 2009

SECTION I – GENERAL

The City of Culver City is seeking the services of a qualified Civil Engineering firm to provide professional services for the Improvement of the Braddock Sewer Pump Station.

SECTION I – CITY AND SEWER SYSTEM BACKGROUND

The City of Culver City is a Charter City incorporated in 1917, with a population of approximately 40,000 within five square miles. The City is located eight miles west of Downtown Los Angeles and six miles north of Los Angeles International Airport near the intersection the Santa Monica (I-10) and San Diego (I-405) freeways.

The City owns and operates a sewage collection system consisting of 7 pump stations, and approximately 80 miles of gravity sewers and 2 miles of force main. All City sewers discharge into the City of Los Angeles system for eventual treatment at the Hyperion Treatment Plant. The Braddock Pump Station is the City's largest pump station.

SECTION II - PROJECT LOCATION

The Braddock Sewer Lift Station is located at the northeast corner of the intersection of Braddock Drive and Sawtelle Boulevard in Culver City (See map, *Exhibit 1*).

Sewer flows from a 720-acre area of Culver City and abutting portions of the City of Los Angeles flow to the station and are pumped in an 18" force main in Braddock Drive to a City of Los Angeles trunk sewer in Overland Avenue. Approximately 1,500,000 gallons of sewage are pumped through the station on a daily basis.

SECTION III – PUMP STATION BACKGROUND

The station has existed at the intersection of Braddock Drive and Sawtelle Avenue since prior to 1945 and has been improved and upgraded several times. The latest improvement was completed in 1987. The station consists of a circular wet well for storing sewage inflows, a rectangular dry well containing three centrifugal pumps and a block house housing the control systems (See station plan and profile, *Exhibits 2 & 3*).

SECTION IV – PROBLEM TO BE RESOLVED

Operational problems have plagued the station for several years. Pumps clog and sediment builds up rapidly causing sporadic reductions in pump efficiency. The alarm system is triggered two to three times weekly when sewage in the wet well rises higher than normal. Sewer staff is forced to pay close attention to the station and are frequently called-out on overtime to tend to station problems.

SECTION V – PROPOSED SOLUTION - DESIGN REPORT

It has been determined that the main cause of the poor station performance is the configuration of the wet well. The existing wet well is built only as deep as the inflowing sewers. This causes sewage to back-up into the adjacent collection system and invites the build-up of sediments in the wet well and adjacent sewers. To alleviate the problems, the City desires to construct a submersible pump system with a deeper wet well as indicated in the attached design report (*Exhibit 4*).

SECTION VI - SCOPE OF SERVICES

The scope of services to be provided by the Consultant is specifically outlined in this Request for Proposal and is included as *Exhibit 5*. As appropriate, each of the various engineering disciplines shall be included: civil, structural, mechanical, electrical, and instrumentation. Consultant is encouraged to comment on, to add to and/or expand on the tasks included in *Exhibit 5*, Scope of Services, if appropriate, in making the proposals more complete.

SECTION VII - QUALIFICATION CRITERIA

Prospective firms must meet the following qualification criteria before progressing any further in the proposal process.

1. Firm(s) must be licensed in their respective fields to operate in the State of California and have a minimum of five years experience.
2. Firm(s) must have designed within the last five years a minimum of two (2) similar types of projects.
3. Firm(s) must meet the City insurance requirements, as stated in the attached Professional Services Agreement. All insurers must be licensed to sell their specific product in the State of California.

SECTION VIII - SUBMITTAL REQUIREMENTS

Five (5) copies of the following information, one copy of which must be single-sided and unbound, are requested as part of the submittal requirements. Please use the following format:

1. Letter of Introduction - Include the respondent's basic understanding of the proposal; limited to two pages.
2. Project Team – List the proposed project team members, by name and position, the function each person will perform, and the percent of time each will spend on this project. Provide resumes for each proposed team member, including past experience of each team member related to this project.

3. A list of sub-consultants, if any, proposed to assist the prime consultant. This list shall also include the sub-consultants' qualifications pertinent to this project.
4. The City must approve changes in key personnel subsequent to the award of the contract.
5. Approach – Describe the firm's approach to Section VI - Scope of Services in this RFP, as well as the level of involvement and interaction with City staff anticipated. Also describe what kind of information will be required from City staff.
6. Experience - Describe the relevant experience of the firm in completing similar of projects for public agencies. Provide a summary of the stated experience and outcomes/results accomplished, including a client contact and phone number.
7. Project Timeline – Detail an anticipated project timeline from start of work to deliverables of each project phase/milestone.
8. Rates - Provide a not-to-exceed contract amount for the project, cost by each task listed in Section VI - Scope of Services, and hourly rates for the personnel assigned to this project.
9. References - Provide at least three (3) references of individuals and/or firms with whom the Proposer has worked; provide a contact name, position, firm name, address, telephone and fax numbers. Public Sector references are required.
10. Provide copies of the design plan, elevations and photo of the two (2) projects your firm is using to meet Section VII - Qualification Criteria, No. 2. Plans must be provided on 11" X 17" sheets.

SECTION IX - DESIGN CONSULTANT SELECTION GUIDELINES

The following criteria will be considered in the evaluation process:

1. Extent and quality of the firm's experience and accomplishments in relevant projects;
2. Qualifications and experience of the firm(s) and team members assigned to the project;
3. Quality of Proposal and demonstrated understanding of the project;
4. Record of the consultant in accomplishing work within required time and budget constraints;
5. Understanding of the approach; tasks, and methodology necessary to complete the required services;
6. References; and,
7. Geographical location of the design team.

The proposed fee is not intended to be the governing factor in the selection process but will be considered. The proposed fee must be submitted in a sealed envelope, separate from the proposal.

While it is the intention of the City to complete the full Scope of Services provided above in an uninterrupted sequence, the City reserves the right in consultation with the top candidates to narrow the final scope of services to reflect project budget constraints. The City also reserves the right to suspend the agreement upon completion of the alternative analysis.

Interviews will be scheduled with the top candidates. The City in its sole discretion will determine how many and which firms will be invited to interview.

SECTION X - SOLE AUTHORITY

Rights of Rejection

The City intends to award a contract to the respondent that demonstrates the highest level of expertise and capabilities to provide the requested services. The City reserves the right to reject any and all proposals or to re-issue the RFP when such action shall be considered in the best interest of the City.

By submitting a response to this RFP, prospective consultants waive the right to protest or seek legal remedies whatsoever regarding any aspect of this RFP. In addition, the City reserves the right to issue written notice to all participants of any changes in the proposal submission schedule or submission requirements, should the City determine in sole and absolute discretion that such changes are necessary. The City also reserves the right to approve all individuals and firms, if any, to be retained by the prime consultant. The City's policy is to screen consultants based upon their proposal and project reference checks.

SECTION XI - RFP QUESTIONS

Questions regarding this Request for Proposals must be submitted no later than **5:00 p.m. PST on Wednesday, February 4, 2009 by e-mail**. Questions should be submitted to:

Steven.Finton@Culvercity.org

Responses to RFP Questions will be e-mailed only to RFP holders who have provided an e-mail contact.

SECTION XII - CONTRACT

The lead firm will be required to enter into an agreement with the City of Culver City prior to commencing work. No selection will be final until an agreement has been properly executed and signed by the consultant and the City. The terms of the agreement will include, among other items, insurance requirements established by the City. A sample form professional services contract is attached as Exhibit No. 3.

Errors and omissions insurance, specifically and exclusively designated for development of the site, shall be required of the firm providing professional design or engineering services for the Project. Such insurance shall provide a minimum coverage limit per claim of not less than \$1,000,000 per claim/\$1,000,000 in aggregate with an additional \$1,000,000 in exclusive coverage to the Project. Such policy may be written on a "claims made" basis provided it commences as to each named insured upon execution of each covered contract, continues until Final Completion and includes at least a one year discovery period after completion of the project.

All firms are required to have Worker's Compensation coverage and General Liability and Automobile Liability, each with a limit of \$1,000,000, naming the City and Santa Monica Mountains Conservancy as additional insured and provide for a 30-day notice of cancellation. Additionally, the consultant is also required to have the insurance company execute the City's Special Endorsement form. A copy of the Special Endorsement form is attached as Exhibit No. 4. The firm and all subconsultants must obtain a City of Culver City business tax certificate.

Should the City's relationship with the firm /contractor end during any phase of the design/construction process the City will retain possession of and exclusive rights to any drawings and/or documents produced by the consultant.

SECTION XIII - PROPOSALS DUE

Five copies of the proposal and your proposed fee in a separate sealed envelope must be submitted **by 3:00 pm, February 12, 2009** to the address shown below. Postmarks will not be accepted in lieu of delivery. Proposals are to be sent to:

Steve Finton
Senior Civil Engineer
Culver City Public Works Department
9505 Jefferson Boulevard
Culver City, CA 90232-0507

All Submittals must, be clearly marked as "Proposal for Professional Services for the Braddock Sewer Pump Station Improvement, P-521."

City Hall business hours are 7:30 am - 5:30 pm, Monday through Friday, City Hall is closed alternate Fridays and will be closed on January 16, 2008 and January 30, 2008.

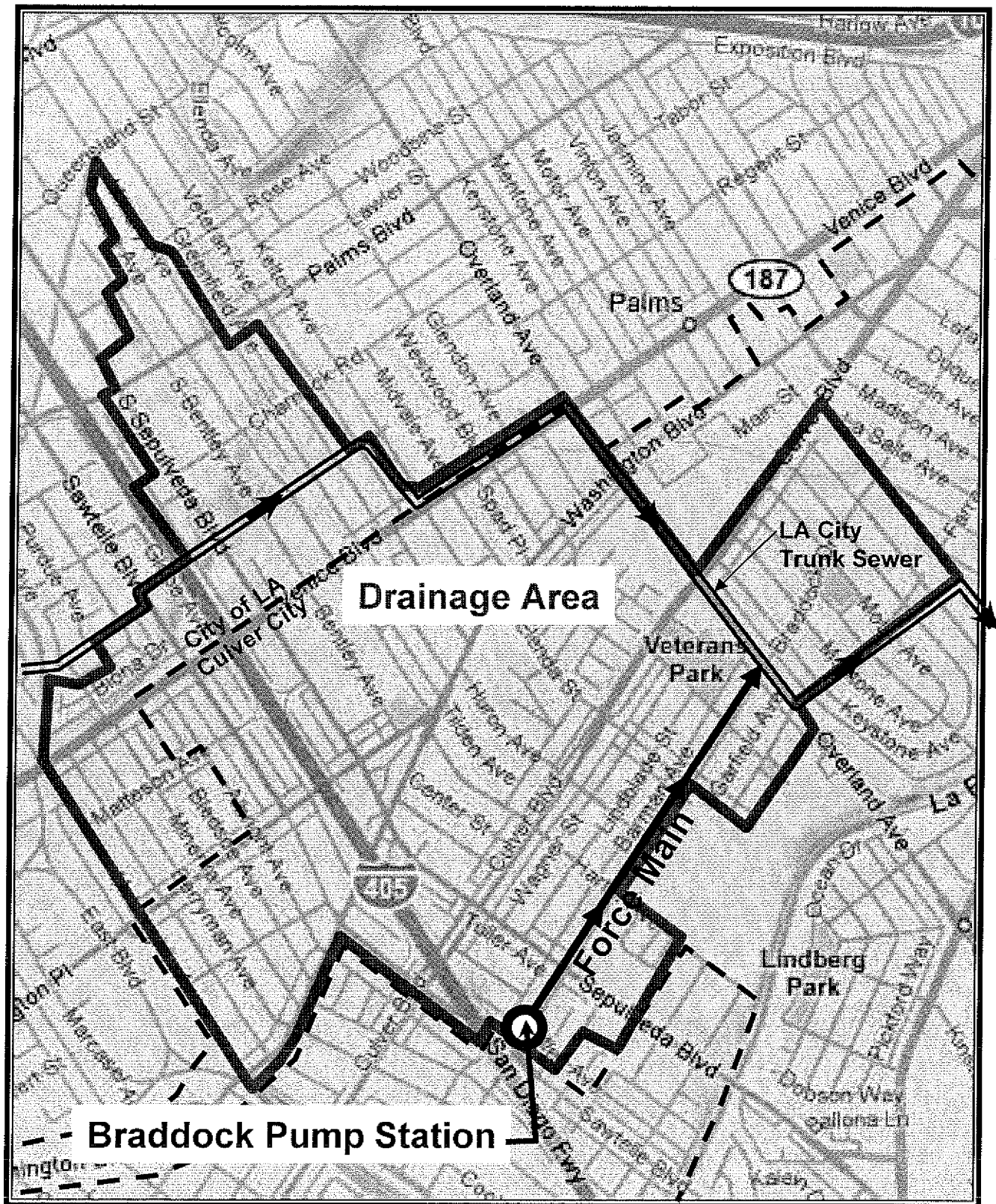
SECTION XIV - FURTHER INFORMATION/CONTACT

Steve Finton, Senior Civil Engineer
(310) 253-6406

EXHIBITS:

1. Location Map
2. Existing Pump Station Plan
3. Existing Pump Station Profile
4. Design Report
5. Scope of Services
6. Sample Contract

EXHIBIT 1
LOCATION MAP



Braddock Sewer Pump Station and Force Main
Location and Drainage Area

EXHIBIT 2
EXISTING PUMP STATION PLAN

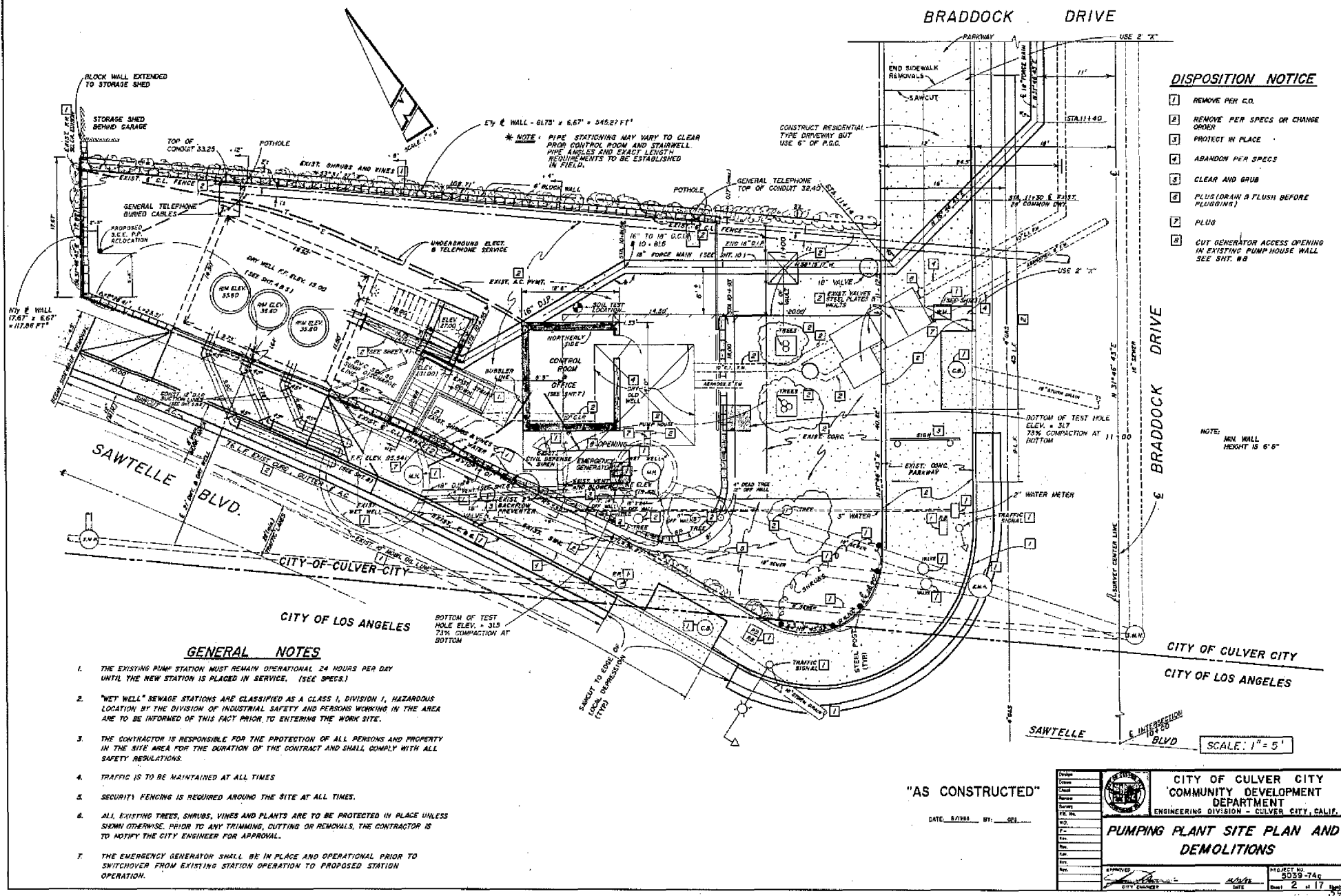
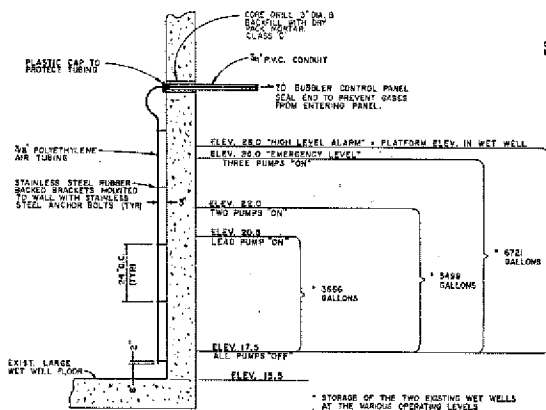
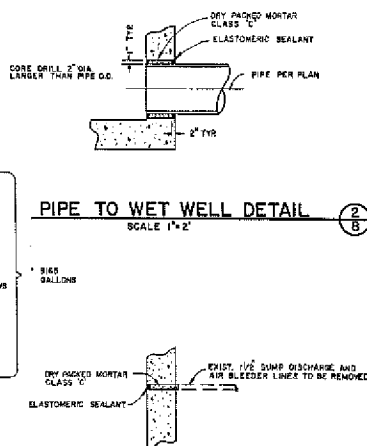


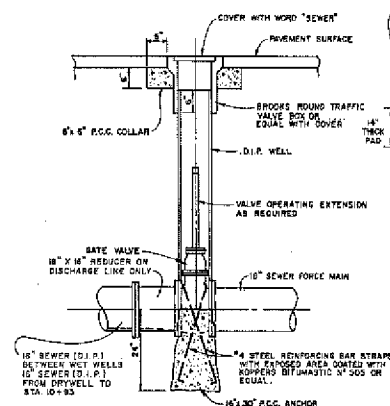
EXHIBIT 3
EXISTING PUMP STATION PROFILE



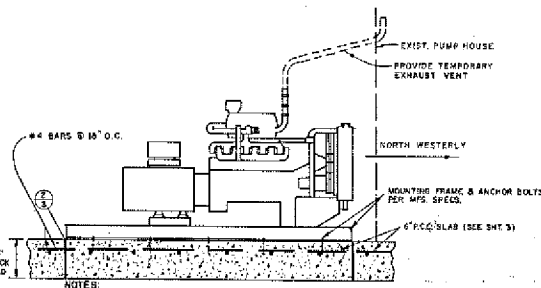
BUBBLER DETAIL
NO SCALE



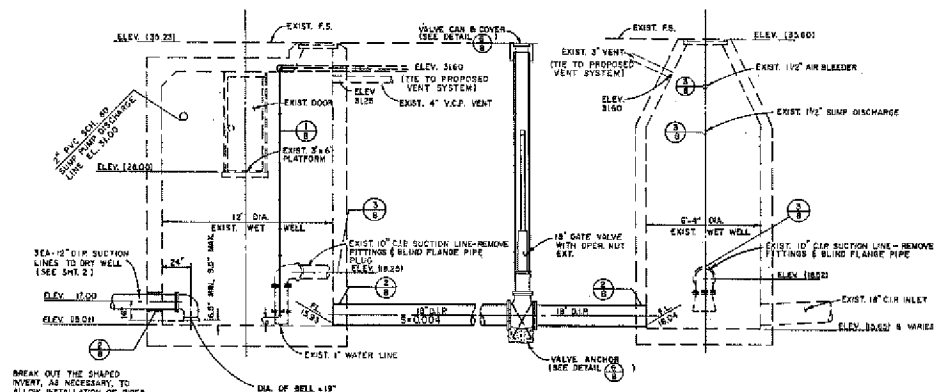
DETAIL
NO SCALE



VALVE INSTALLATION DETAIL
NO SCALE

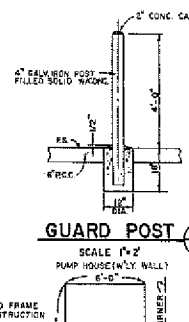


EMERGENCY GENERATOR
NO SCALE



WET WELL CONNECTION DETAIL
SCALE 1"=4'

NOTE: SHAPE AND ELEVATIONS OF EXISTING WET WELL INVERTS, AS SHOWN ON THIS PLAN, WERE NOT ACCURATE AND A CONSIDERABLE AMOUNT OF CONCRETE HAD TO BE REMOVED TO ACCOMMODATE THIS DESIGN.



GUARD POST
SCALE 1"=2'

GENERATOR ACCESS OPENING (TEMPORARY)
NO SCALE

NOTES
1. TEMPORARY ACCESS OPENING SHALL BE CONSTRUCTED IN ACCORDANCE WITH U.C.B. AND CULVER CITY BUILDING CODE.

LOG OF BORINGS					
PACIFIC SOILS ENGINEERING, INC. 1402 W 240TH ST. HARBOR CITY, CA 90710 FEB. 6, 1983					
DEPTH SAMPLE	DRY DENSITY	MOISTURE CONTENT %	UNIFIED SOIL CLASS	REMARKS	
0	B		CL	3' EC. ON 3" AS	
				SOIL: LEAN CLAY, BROWN, MOIST; HAD CONTAINS TRACES OF GRAVEL. BELOW 2.0 FT.	
5	R 11.9	8.8	SC	CLAYEY SAND, BROWN, MOIST, DENSE	
			CL	LEAN TO MEDIUM CLAY, DARK GRAY, MOIST, HARD; AT 8.0 FT. GRAY GELCR	
10			CL	LEAN CLAY, NOTIFIED LIGHT GRAY AND BROWN, MOIST, VERY STIFF; NOTIFIED LIGHT GRAY, BROWN, RUST-BROWN COLOR AT 12.0 FT.	
				SILT-FINE TO MEDIUM GRAINED SAND WITH NOTIFIED GRAVEL, LIGHT BROWN, SAND 10 MO DENSE, CONTAINS THIN INTERBEDS OF CLEAN FINE TO MEDIUM GRAINED SAND BELOW 15.0 FT.	
15	R 10.3	3.5	SW		
			SW	CLEAN WELL-GRADED SAND WITH GRAVEL, LIGHT GRAY AND ORANGE-BROWN, DAMP TO MOIST, DENSE, GRAVELLY AT 18.0 FT.; CAVING BELOW 19.0 FT.	
20			GW	CLEAN SANDY GRAVEL, LIGHT BROWN, DAMP, DENSE	
				CLEAN FINE GRAINED SAND, LIGHT GRAY-BROWN MOIST, DENSE	
25	R 97.3	4.6	SP		
				TOTAL DEPTH 26.0 FT. NO WATER, CAVING BETWEEN 19.0 AND 26.0 FT.	
30					

CITY OF CULVER CITY COMMUNITY DEVELOPMENT DEPARTMENT ENGINEERING DIVISION - CULVER CITY, CALIF.	
WET WELL CONNECTION DETAILS AND LOG OF BORING	
APPROVED CITY ENGINEER	PROJECT NO. 5038-743 DATE 8/17/83

EXHIBIT 4

DESIGN REPORT

(47 pages, Please refer to Attachment 2 to the 1/12/09 City Council staff report)

EXHIBIT 5
SCOPE OF SERVICES

EXHIBIT 5

Engineering Design and Construction Support Services for the Braddock Sewer Pump Station Improvements, P-521

PROPOSED SCOPE OF SERVICES

The City of Culver City anticipates the following Scope of Services to be provided by the Consultant in order to fulfill the general requirements of this RFP. The proposer is encouraged to comment on, to add to and/or expand on the following tasks if appropriate in making the proposal more complete.

PHASE I

TASK 1 Research and Investigation

- 1.1.1 Research, review and verify existing documents including any available construction plans, specifications, utility information, existing property boundary legal descriptions or other pertinent information prepared by the City or others which are related to this project.
- 1.1.2 Review of Preliminary Design Report (PDR), entitled "Preliminary Design Report for Braddock Sewage Lift Station Improvements" dated December 2008.
- 1.1.3 Review City operational data, existing facility reports, geotechnical reports and file information prepared by the City or others to fully understand the existing or proposed systems operating at the Braddock Pump Station which are pertinent to this project.
- 1.1.4 Review of original construction plans and technical specifications prepared by others for the Braddock Pump Station.
- 1.1.5 Research of utility records to identify utility constraints, if any

TASK 2 Design Requirements for Upgrade of Braddock Sewer Pump Station and Concept Plan

- 1.2.1 The following is a list of design tasks that are anticipated to be required as part of the Braddock Pump Station facility upgrade work:

- A. Analyze, design and provide plans and specifications for the pump station improvement indicated in Exhibit 4 of the RFP and as generally described as follows:
 - 1) Construction of a new rectangular wet well adjacent to the existing dry well.
 - 2) Installation of three new Wemco Hidrostal submersible pump and motor sets in the new wet well with required couplings, piping, rails and wiring.
 - 3) Provision of a standby pump and motor unit to be warehoused for future use.
 - 4) Installation of a pre-rotation basin under one of the new pumps for the passing of debris and sediment per Wemco Pump requirements.
 - 5) Conversion of the existing dry well into a valve vault with new discharge lines, check valves, gate valves and pressure gages
 - 6) Upgrade or replacement of the existing motor control center to accommodate the new, larger pumps.
 - 7) Installation of a new flow meter and vault.
 - 8) Installation of new gravity sewers and manholes to direct flows to the new wet well.
 - 9) Abandonment of existing wet wells and gravity lines to be removed from service.
 - 10) Upgrade the existing ventilation system to provide a supply and exhaust fan ventilation system in conformance with CAL OSHA requirements.
- B. Perform a site survey to establish vertical and horizontal controls necessary to design and construct the project. Dip sewer manholes as needed to determine pipe invert elevations and pipe slopes.
- C. Prepare details as necessary to complete the equipment installation.
- D. Analyze and design three (3) replacement motor control centers (Allen-Bradley soft start units) to run each of the proposed new submersible pumps. Include in the design provisions to install the new motor control center in the existing block structure at the station.
- E. Analyze and design a new sonic level sensing device for the wet well. Integrate level control data into the new pump

control system. Also provide details and system integration for an independent back-up float and control system.

- F. Evaluate the existing facility electrical service connection for operation of the new pumps with the existing emergency back generator and automatic transfer switch.
- G. Analyze and design separate chart recorders for flow meter and wet well levels. Incorporate with a programmable logic controller in a new control panel unit that will include an operator interface unit, an un-interruptible power supply and radio telemetry system including antenna. The Consultant shall coordinate with the City's current telemetry provider to install equipment compatible with the City's citywide telemetry system.
- H. Protect the existing ventilation systems in place.
- I. Analyze and provide design details for new pump check and isolation valves.
- J. Analyze and provided design details for a new magnetic flow meter and integrate into the telemetry system, monitoring (chart) and control system.
- K. Analyze and provide detailed design for any structural modifications to existing facilities as required to implement the proposed upgrade improvements.
- L. Prepare a traffic control plan according meeting Manual on Uniform Traffic Control Devices standards (MUTCD, latest edition) to provide workspace to construct the project and to safely handle traffic in the project vicinity. It is assumed that 24 hr. lane closures will be required to construct the project.

- 1.2.2 After independently verifying all site conditions, the Consultant shall prepare a detailed conceptual (20%) site plan (20 scale maximum) to fully identify the proposed locations of any improvements on the Braddock Pump Station site and submit for City acceptance. Sketches provided in the Preliminary Design Report and/or in existing record drawings can be the starting point for the conceptual plan. The Consultant's concept diagram shall display the location of any new pipelines, existing emergency generator, above ground structures and other proposed facilities to accommodate new improvements. Where necessary to show further detail on

proposed improvements, utilities or other facilities, adequate cross sections shall be provided with the concept plan for City review.

- 1.2.3 A California Registered Electrical Engineer shall perform a complete review of the existing and proposed new electrical system requirements and related mechanical systems. Prepare a detailed diagram showing all recommended electrical and instrumentation system modifications for City review. With City input, prepare a specific operation and control analysis of all proposed new systems to be incorporated into the upgraded Braddock Pump Station facility. The analysis is intended to identify in advance all instrumentation, alarm, telemetry and control requirements necessary for primary and secondary systems in advance of final design. If necessary, the Consultant's electrical or control system engineer(s) shall prepare a graphical flow chart of each item identified and write up a detailed sequential overview of each control function for review and acceptance by City staff prior to commencement of final instrumentation design or specification writing.
- 1.2.4 The City will contract separately for and will provide the consultant with a geotechnical report including the following parameters: Soil Bearing capacity, soil active pressure (top restrained and unrestrained condition) soil passive pressure, soil friction coefficient, depth to water table, seismic earth lateral pressure, soil corrosivity (sulfate and chloride content) and recommendations for shoring and dewatering during construction.
- 1.2.5 The Consultant shall assume a minimum of two (2) coordination meetings will be required during the Phase I activities.

PHASE II

TASK 1 Final Design and Construction Plans

- 2.1.1 Upon Consultant receiving a verbal notice to proceed from the City for Phase II activities, prepare a complete set of biddable and constructible plans for the lift station as described in Exhibit 4 to the RFP and as discussed below. The Consultant shall use a Computer Aided Drafting and Design (CADD) system to prepare the plans and computer word processing software to assemble the technical specifications. The construction drawings and specifications shall be prepared utilizing industry standard.
- 2.1.2 Final plans shall be drawn on 24" by 36" mylar sheets utilizing City standard title block to be provided to consultant in digital format.

2.1.3 The *Standard Specifications for Public Works Construction* (latest edition) shall be used and referenced in the construction specifications wherever practical. Culver City standard construction drawings (latest edition) shall also be referenced whenever possible.

2.1.4 Plan sheets shall be prepared to address the following:

- Title sheet
- Master Material List and Construction Notes
- Demolition Plan
- Site Improvement Plan
- Pipeline plans and profiles
- Piping Details and Sections
- Mechanical plans, sections and details
- Structural plans, sections and details
- Electrical plans, single line diagram, conduit schedule
- Instrumentation Plans
- Traffic Control Plans
- Other plans as needed to construct the proposed improvement.

Consultant shall submit two sets of seventy-five (75%), and ninety percent (90%) plans and specifications to the City for review and comment. The Consultant shall incorporate any reasonable comments within the plans and specifications and shall provide the necessary personnel hours and budget amounts within the fee estimate for these activities.

TASK 2 Technical Specifications

2.2.1 Preparation of construction specifications shall be prepared by the consultant and shall specify all materials, equipment and work indicated in the plans. A detailed operation summary will be prepared to summarize the station pump sequences and functions.

The specifications shall also address the order of construction, method of bypass pumping and other temporary measures required to handle flows coming into the station.

Specifications for the pre-purchase of Wemco pump units and the prerotation basin shall also be prepared by the consultant to allow the ordering of pump equipment prior to the bid date.

The City will provide standard contract documents to be incorporated into the bid package by the consultant..

TASK 3 Engineer's Estimate of Probable Construction Cost

- 2.3.1 Prepare an engineer's estimate of construction costs for the lift station upgrade and appurtenant facilities, including any associated costs. The engineer's estimate shall be prepared using the individual items broken out in the bid schedule and shall relate to the actual construction items shown on the plans. The estimate shall be promptly completed after City has approved the construction plans and specifications so that this information is readily available for prospective bidders use.

TASK 4 Project Meetings

- 2.4.1 Periodically meet with City staff, to discuss project status and submit preliminary sets of plans and specifications at fifty (50%), seventy-five (75%) and ninety percent (90%) completion stages for review and comment by the City. Consultant shall assume four (4) coordination meetings will be required during the Phase II design work activities.

TASK 5 Project Deliverables

- 2.5.1 Upon completion of design activities, provide the City with vellum or plain paper copy originals (prior to production of mylars at end of project) of the construction plans and camera ready originals of the technical specifications for City reproduction, assembly and bidding. Only after review of draft record drawings shall the Consultant provide 4 mil double matte photo mylars of the project plans for City archives. Also provide a compact disk containing all plans in CADD format. All costs associated with the plotting of preliminary originals, the printing of in-house and progress plans at the 75% and 90% stage as well as the 100% final mylar production and provision of digital drawing files shall be included in the Consultant's deliverables and/or reproduction budget.
- 2.5.2 Consultant shall include a budget for reimbursables such as blueprinting, reprographics, facsimile transmissions, addendum preparation, expedited mail, copying, deliveries, computer time, plotter time and automobile mileage.

PHASE III

TASK 1 Bid Process Coordination

- 3.1.1 Attend a project pre-bid meeting with the City's staff and general contractors to provide clarifications for the project. Respond to bidder's questions during the bid advertisement period and provide

information and clarification of construction documents to prospective bidders including and preparation of complete addenda documentation as required for City issuance and distribution.

TASK 2 Shop Drawing Review

- 3.2.1 Provide shop drawing review and any necessary plan revisions and processing services during construction of the Braddock Pump Station improvements and for all other aspects of the project. The Consultant shall budget for the review and acceptance of at least thirty five (35) shop drawing submittals for the lift station equipment and all appurtenances. If the Consultant anticipates that more shop drawing submittals than the number stated above will be required, the fee estimate shall reflect the time required to review and process the quantity of submittals estimated by the Consultant. Consultant shall include in his budget an adequate fee amount to perform a second review of each shop drawing submittal.

TASK 3 Construction Engineering Support Services

- 3.3.1 Provide engineering support services during construction in response to requests for information or clarification from City staff or for field coordination activities. The Consultant shall also provide a budget of 24 hours of staff time during construction for clarifications and minor plan revisions to the construction drawings. Three site visits for the structural engineer's review of the construction improvements at three hours per visit. Three (3) site visits of three hours each should also be budgeted for by the Consultant. Additional budget should be included for three (3) site visits of four (4) hours each during project start up activities. Site visits will be requested by City staff on an as needed basis.

TASK 4 Record Drawings

- 3.4.1 Consultant shall provide a budget of 16 hours for preparation of record drawings for any field or other revisions to the original plan package by the Contractor. City Inspectors, the Contractor or Consultants field staff shall provide data for completion of the record drawings. Drafts of record drawings shall be reviewed by the City staff and upon acceptance, the Consultant shall provide mylar originals and a computer compact disk(s) of the plans as defined in Task 2.5.1.

EXHIBIT 6
SAMPLE CONTRACT

Contract No. _____

CITY OF CULVER CITY
STANDARD FORM CONTRACT

WITH: _____

FOR: _____

THIS AGREEMENT is made and entered into by and between THE CITY OF CULVER CITY, a municipal corporation, hereinafter referred to as "City," and _____, a **(California corporation, partnership, sole proprietorship)** hereinafter referred to as "Consultant."

1. CONSULTANT'S SERVICES. Consultant agrees to perform, during the term of this Agreement, the tasks, obligations, and services set forth in the "Scope of Service" attached to and incorporated into this Agreement as Exhibit "A."
2. TERM OF AGREEMENT. The term of this Agreement shall be from the effective date pursuant to Paragraph 27 of this Agreement and shall end upon **(DATE CERTAIN OR SATISFACTORY COMPLETION OF THE WORK, AS REASONABLY DETERMINED BY CITY'S _____.)**
3. PAYMENT FOR SERVICES. City shall pay for the services performed by Consultant pursuant to the terms of this Agreement, the compensation set forth in the "Schedule of Compensation" attached to and incorporated into this Agreement as Exhibit "B." The compensation shall be paid at the time and manner set forth in said Exhibit "B."
4. TIME FOR PERFORMANCE. Consultant shall not perform any work under this Agreement until (a) Consultant furnishes proof of insurance as required under Paragraph 7 of this Agreement; and, (b) City gives Consultant a written and signed Notice to Proceed.
5. DESIGNATED REPRESENTATIVE(S). _____ shall be the designated Consultant Representative, and shall be responsible for job performance, negotiations, contractual matters, and coordination with the City. Consultant Representative shall actually perform, or provide immediate supervision of Consultant's performance of, the Scope of Service.
6. HOLD HARMLESS. To the fullest extent permitted by law, Consultant shall indemnify, defend (at Consultant's sole expense, with legal counsel approved by CITY) and hold harmless the City of Culver City, members of its City Council, its boards and commissions, officers, agents, and

employees (hereinafter, "Indemnitees"), from and against all loss, damage, cost, expense, liability, claims, demands, suits, attorneys' fees and judgments arising from or in any manner connected to Consultant's or its employees or agent's wrongful or negligent acts, errors or omissions related to this Agreement. This indemnification includes, but is not limited to, tort liability to a third person for bodily injury and property damage.

Consultant agrees that this obligation to indemnify, defend and hold harmless extends to liability and/or claims arising from INDEMNITEES' active or passive negligence.

Notwithstanding the foregoing, nothing herein shall be construed to require Consultant to indemnify an Indemnitee from any claim arising from the sole negligence or willful misconduct of that Indemnitee.

The duty to defend referenced herein is wholly independent from the duty to indemnify, arises upon written notice by City to Consultant of a claim within the potential scope of this indemnification provision, and exists regardless of any determination of the ultimate liability of Consultant, City or any Indemnitee.

7. INSURANCE. Without limiting its obligations pursuant to Section 6 of this Agreement, the Consultant shall procure and maintain, at Consultant's own cost and expense and for the duration of this Agreement, insurance coverage as set forth in "Insurance Requirements" attached to and incorporated into this Agreement as Exhibit "C."
8. INDEPENDENT CONSULTANT STATUS. City and Consultant agree that Consultant, in performing the services herein specified, shall act as an independent Consultant and shall have control of all work and the manner in which it is performed. Consultant shall be free to contract for similar service to be performed for other employers while under contract with City. Consultant is not an agent or employee of City, and is not entitled to participate in any pension plan, insurance, bonus, worker's compensation or similar benefits City provides for its employees. Consultant shall be responsible to pay and hold City harmless from any and all payroll and other taxes and interest thereon and penalties therefor which may become due as a result of services performed hereunder.
9. NON-APPROPRIATION OF FUNDS. Payment due and payable to Consultant for current services is within the current budget and within an available, unexhausted and unencumbered appropriation of City. In the event City has not appropriated sufficient funds for payment of Consultant services beyond the current fiscal year, this Agreement shall cover only those costs incurred up to the conclusion of the current fiscal year.
10. ASSIGNMENT. This Agreement is for the specific services with Consultant as set forth herein. Any attempt by Consultant to assign the benefits or burdens of this Agreement without written approval of City shall

be prohibited and shall be null and void; except that Consultant may assign payments due under this Agreement to a financial institution.

11. RECORDS AND INSPECTIONS. Consultant shall maintain full and accurate records with respect to all services and matters covered under this Agreement. City shall have free access at all reasonable times to such records, and the right to examine and audit the same and to make transcripts therefrom, and to inspect all program data, documents, proceedings and activities. Consultant shall maintain an up-to-date list of key personnel and telephone numbers for emergency contact after normal business hours.
12. OWNERSHIP OF CONSULTANT'S WORK PRODUCT. City shall be the owner of any and all computations, plans, correspondence and/or other pertinent data, information, documents and computer media, including disks and other materials gathered or prepared by Consultant in performance of this Agreement, or at any earlier or later time when the same may be requested by City. Such work product shall be transmitted to City within ten (10) days after a written request therefor. Consultant may retain copies of such products. All written documents shall be provided to City in digital and in hard copy form.
13. NOTICES. All notices given or required to be given pursuant to this Agreement shall be in writing and may be given by personal delivery or by mail. Notice sent by mail shall be addressed as follows:

To City: City of Culver City
 Attention: _____
 9770 Culver Boulevard
 Culver City, CA 90232-0507

To Consultant: _____

14. TAXPAYER IDENTIFICATION NUMBER. Consultant shall provide City with a complete Request for Taxpayer Identification Number ("TIN") and Certification, Form W-9, as issued by the Internal Revenue Service.
15. PERMITS AND LICENSES. Consultant, at its sole expense, shall obtain and maintain during the term of this Agreement, all appropriate permits, licenses, and certificates that may be required in connection with the performance of services under this Agreement including, but not limited to, a Culver City business tax certificate.
16. APPLICABLE LAWS, CODES AND REGULATIONS. Consultant shall perform all work in accordance with all applicable laws, codes and regulations required by all authorities having jurisdiction over such work.

Consultant agrees to comply with prevailing wage requirements as specified in the California Labor Code, Sections 1770, et seq.

17. PURCHASES OF SUPPLIES AND MATERIALS WITHIN CULVER CITY. For work performed, Consultant agrees to seek bids for supplies and materials from businesses located within the City of Culver City, with the intent to make purchases from these businesses if such purchases can be made at competitive prices.
18. RIGHT TO UTILIZE OTHERS. City reserves the right to utilize others to perform work similar to the services provided hereunder.
19. MODIFICATION OF AGREEMENT. This Agreement may not be modified, nor may any of the terms, provisions or conditions be modified or waived or otherwise affected, except by a written amendment signed by all parties hereto.
20. WAIVER. If at any time one party shall waive any term, provision or condition of this Agreement, either before or after any breach thereof, no party shall thereafter be deemed to have consented to any future failure of full performance hereunder.
21. COVENANTS AND CONDITIONS. Each term and each provision of this Agreement to be performed by Consultant shall be construed to be both a covenant and a condition.
22. RIGHT TO TERMINATE. City may terminate this Agreement at any time, with or without cause, in its sole discretion, with thirty-days' (30-days') written notice.
23. EFFECT OF TERMINATION. Upon termination as stated in Paragraph 22 of this Agreement, City shall be liable to Consultant only for work satisfactorily performed by Consultant up to and including the date of termination of this Agreement, unless the termination is for cause, in which event Consultant need be compensated only to the extent required by law. Consultant shall be entitled to payment for work satisfactorily completed to date, based on a proration of the monthly fees set forth in Exhibit "B" attached hereto. Such payment will be subject to City's receipt of a close-out billing.
24. GOVERNING LAW. The terms of this Agreement shall be interpreted according to the laws of the State of California. If litigation arises out of this Agreement, then venue shall be in the Superior Court of Los Angeles County.
25. LITIGATION FEES. If litigation arises out of this Agreement for the performance thereof, then the court shall award costs and expenses, including attorney's fees, to the prevailing party. In awarding attorney's fees, the court shall not be bound by any court fee schedule but shall

award the full amount of costs, expenses and attorney's fees paid or incurred in good faith.

26. INTEGRATED AGREEMENT. This Agreement represents the entire Agreement between City and Consultant regarding the subject matter hereof, and all preliminary negotiations and agreements are deemed a part of this Agreement. No verbal agreement or implied covenant shall be held to vary the provisions of this Agreement. This Agreement shall bind and inure to the benefit of the parties to this Agreement, and any subsequent successors and assigns.
27. EFFECTIVE DATE. The effective date of this Agreement is the date it is signed on behalf of City, and shall remain in full force and effect until amended or terminated; provided, that the indemnification and hold harmless provisions shall survive the termination.

NAME OF CONSULTANT, TYPE

Dated: _____ By _____

Its _____

Dated: _____ By _____

Its _____

CITY OF CULVER CITY, CALIFORNIA

Dated: _____ By _____

Jerry Fulwood
City Manager

(Signatures continued on Page 6)

(Signatures continued from Page 5)

APPROVED AS TO CONTENT:

APPROVED AS TO FORM:

NAME
TITLE

Carol A. Schwab
City Attorney

APPROVED AS TO FINANCING:

APPROVED AS TO BUSINESS
TAX CERTIFICATE:

Jeff Muir
Chief Financial Officer

Treasury Division

Contract No. _____

EXHIBIT A

CITY OF CULVER CITY AGREEMENT

WITH: _____

FOR: _____

SCOPE OF SERVICE

(This exhibit should provide a complete description of each work task. If more than one work task is to be performed, describe and number each work task separately. If the objective is to be a completed study, describe what is expected to be accomplished. Include any mandatory approaches to the problem, or task, and specific limitations, along with a Work Schedule showing timelines for completion of the various tasks and of the entire job. At the very least, this exhibit should address and answer the following questions: WHAT is the nature and purpose of the overall project and WHAT specific tasks and services is the CONSULTANT going to perform to complete the job? WHERE is the work going to be performed? WHEN is the work to be performed? HOW is the work going to be performed?)

Contract No. _____

EXHIBIT B

CITY OF CULVER CITY
AGREEMENT

WITH: _____

FOR: _____

SCHEDULE OF COMPENSATION
(TIME AND MATERIALS BASIS)

- A. METHOD OF PAYMENT. Payment for all work performed by Consultant pursuant to the terms of this Agreement, including Consultant's meeting with City staff, shall be made on the basis of the hourly rates set forth below, plus actual out-of-pocket costs incurred in performing the work:

<u>PERSONNEL</u>	<u>RATE PER HOUR</u>
_____	_____
_____	_____
_____	_____

Consultant agrees to discount the amount owed by 2% if payment by City is made within ten days after receipt of the invoice.

- B. BILLING. At the end of each calendar month in which services are performed or expenses are incurred under this Agreement, and prior to the 10th day of the following month, Consultant shall submit an invoice to the City at the following address:

City of Culver City
Attn: _____
9770 Culver Boulevard
Culver City, CA 90232-0507

The invoice submitted pursuant to this paragraph shall show the City Agreement Number, hours worked by each person who performed services during the billing period, the hourly rate of pay for each person who performed services, the dates on which the services were performed, a description of the services performed, actual out-of-pocket expenses incurred in the performance of the services, and such other information as City may reasonably require.

Contract No. _____

- C. TIME OF PAYMENT. Payment to Consultant shall be made within thirty (30) days after submittal of Consultant's invoice and approval by City, in accordance with City's normal demand procedure.
- D. MAXIMUM COMPENSATION. Notwithstanding the foregoing, Consultant shall complete all the work and tasks described in Exhibit A for a total amount of compensation that does not exceed \$_____, which amount includes all out-of-pocket expenses.

EXHIBIT C

CITY OF CULVER CITY AGREEMENT

WITH: _____

FOR: _____

INSURANCE REQUIREMENTS

- A. Prior to commencing operations pursuant to this Agreement, Consultant shall submit duly executed certificates of insurance for the following:
1. An occurrence-based Comprehensive General Liability ("CGL") policy, at least as broad as ISO Form CG 001, in the minimum amount of one million dollars (\$1,000,000) each occurrence, with not less than two million dollars (\$2,000,000) in annual aggregate coverage. The CGL policy shall meet the following requirements:
 - a. The policy shall provide coverage for personal injury, bodily injury, advertising injury, death, accident and property damage, not excess or contributing with respect to self-insured retentions or pooled risk arrangements, as those terms are understood in the context of a CGL policy;
 - b. The policy shall provide coverage for owned, hired and non-owned automobile liability;
 - c. The policy shall include coverage for liability undertaken by contract covering, to the maximum extent permitted by law, Consultant's obligation to indemnify the Indemnitees as required under Section 6 of the Agreement;
 - d. The policy shall not exclude coverage for Completed Operations Hazards or Athletic or Sports Participants; and,
 - e. The City of Culver City, members of its City Council, boards & commissions, officers, agents and its employees will be named as additional insureds in an endorsement to the policy, which shall be provided to the City and approved by the City's City Attorney.
 2. Business Automobile Liability Insurance in the minimum amount of one million dollars (\$1,000,000) each occurrence, with not less than two million dollars (\$2,000,000) in annual aggregate coverage.

3. Professional Liability Insurance in the minimum amount of one million dollars (\$1,000,000) per occurrence, with the following requirements:
 - a. The policy shall provide that defense costs are not included within the policy limits;
 - b. The policy shall include coverage for separate "personal injury" alleged to have been committed in the course of rendering professional services.
 4. Workers' Compensation limits as required by the Labor Code of the State of California with Employers' Liability limits of one million dollars (\$1,000,000) per accident.
- B. City may waive one or more of the coverages listed in Section A., above. This waiver must be express and in writing, and will only be made upon a showing by the Consultant that its operations in and with respect to City are not such as to impose liability within the scope of that particular coverage.
- C. Additional insurance requirements:
1. All insurance listed in Section A., above, shall be issued by companies licensed to do business in the State of California, with a claims paying ability rating of "BBB" or better by S&P (and the equivalent by any other Rating Agency) and a rating of A:VII or better in the current Best's Insurance Reports;
 2. Consultant shall provide City with at least thirty (30) days' prior written notice of any modification, reduction or cancellation of any of the policies required in Section A., above ;
 3. City may increase the scope or dollar amount of coverage required under any of the policies described in Section A., above, upon prior written notice to Consultant.
- D. City may increase the dollar amount of coverages under any of the policies described in Section A., above, upon prior written notice to Consultant.