



**Pre-Qualified On-Call
Wastewater and Environmental Engineering Services Consultants List**

Task Order Solicitation (TOS) No. 62

Wilmington Neighborhood Greening Project

June 13, 2022

**City of Los Angeles
Department of Public Works
Bureau of Engineering**



Client:



Funding provided by:



1. Introduction

On November 6, 2018, Los Angeles County voters passed Measure W, the Safe Clean Water (SCW) Program, raising about \$280 million annually creating a comprehensive regional plan for stormwater capture. The SCW will address the collection of rainwater, reduction of trash, toxins, and bacteria before reaching the coastal waters, and the reliance on imported water. The SCW also funds improvements to protect streams, build parks, create green space for the communities and meet the Federal Clean Water Act requirements.

The Wilmington Neighborhood Greening Project (Project) was approved by the LA County Board of Supervisors on September 15, 2021 for Stormwater Investment Plan (SIP) Regional funding.

LA Sanitation and Environment (LASAN) is the owner of the Project and will operate and maintain the Project's newly installed components after completion of construction. This Task Order Solicitation (TOS) is being issued by the Bureau of Engineering (BOE) in conjunction with LASAN. This proposed Project will improve water quality through the capture and treatment of stormwater runoff, water reuse for irrigation, provide community enhancement features, and implement nature-based solutions to protect public health.

2. Project Description

The Project is located at 325 N. Neptune Avenue bounded by W. C Street and W. E Street in Wilmington, CA. It is part of Council District 15 (CD 15). The Project lies within the Dominguez Channel Watershed in the Harbor region of the City of Los Angeles, in a state identified disadvantaged community (DAC). In August 2020, LASAN finalized the Wilmington Neighborhood Greening Project Feasibility Study dated August 28, 2020 (Attachment A).

The Project's new stormwater components shall include but not be limited to: two (2) diversion structures, two (2) hydrodynamic separators, an underground detention tank, sand filters, sixteen (16) street new trees, parkway bioswales, permeable pavement parking lot, subsurface irrigation system capable of using both captured stormwater and potable water, and possibly an above surface irrigation system using potable water.

In addition, the Project requires the design of new park components including but not limited to: two baseball fields with MUSCO sports lights, backstop fencing, dugouts, bleachers, 2 batting cages, and horseshoe pits.

The total construction budget is \$8,064,260.

The Project plans to install various new stormwater infrastructure improvements along Bay View Avenue and Neptune Avenue to improve stormwater management and provide community enhancements. The Project shall capture, treat, and reuse approximately 21.88 acre-feet of storm water annually from a 65.3-acre drainage area. The Project will

include detention, biofiltration, subsurface irrigation, and recycling. The proposed Project will also add nature-based base management practices (BMPs) and greening elements for community enhancement.

As part of the Pre-Design Report and alternative analysis, the Project scope of Alternative 1 shall be strictly based on the Wilmington Neighborhood Greening Feasibility Study (Attachment A), and the Wilmington Neighborhood Greening Scope of Work (Attachment B). If the Alternative 1 construction cost estimate exceeds the construction budget, the Consultant shall propose Alternative 2 and Alternative 3 designs to meet the construction budget, achieve all Project goals set forth in Attachment A and B, and maintain the Safe Clean Water Program Score.

3. Scope of Services

The purpose of this TOS is to solicit engineering services from one (1) Consultant Engineering Firm (Consultant) to perform the Pre-Design, Design, Bid and Award Services, and Design Services During Construction for the Project. The Project will require separate sets of deliverables including the pre-design report, 50%, 90%, and 100% construction documents. The Project scope is based on the Wilmington Neighborhood Greening Feasibility Study (Attachment A), and the Wilmington Neighborhood Greening Project Regional Scope of Work (Attachment B).

To successfully deliver the Project, it is critical for the BOE and the Consultant to work closely in developing the Project scope and coordinating with but not limited to, LASAN, Department of Recreation and Parks (RAP), Bureau of Street Services (StreetsLA), Bureau of Street Lighting (BSL), Department of Building and Safety (LADBS), Department of Water and Power (LADWP), Department of Transportation (LADOT), Los Angeles County Department of Public Works, other Los Angeles City (City) departments and Council District 15 to obtain material and information that will detail the scope and further facilitate the Project construction.

In addition to designing the Project as proposed in the Feasibility Study, the Consultant shall identify all existing street, driveway, parkway, etc. components that will be impacted during the construction of the Project and include the restoration of those components in the Project design.

The Consultant shall develop and execute a Community Outreach and Engagement Program (COEP) to engage with the local community and mitigate Project impacts to the adjoining residents, businesses, and commuters. See (Attachment C) Community Outreach and Engagement Program Outline for a more detailed scope of work.

The Consultant shall have a thorough knowledge and understanding of various Design Manuals and Standards. These Design Manuals and Standards may include, but not limited to the following:

- BOE Master Specifications;
- County of Los Angeles Hydrology Manual 2006;

- BOE Storm Drain Design Manual;
- BOE Sewer Design Manual;
- BOE Standard Plans;
- BOE Approved Products and Material Lists;
- BOE Project Delivery Manual (PDM);
- Standard Specifications for Public Works Construction, “Green Book”;
- Additions and Amendments to the Standard Specifications for Public Works Construction, “Brown Book”;
- Los Angeles Building Code (LABC);
- LASAN Standard Signage Guidelines.

3.1 Summary of Work

The Consultant shall be required to provide Pre-Design Services, Design Services, Design Services During Bid and Award, Design Services During Construction, utility conflict resolution, and plan approvals for construction permits. The Consultant shall be responsible for, but not limited to the following:

- Design projects to meet all required elements for water quality improvement. The relevant information is found in the LASAN Feasibility Study (Attachment A);
- Perform geotechnical investigations and prepare Geotechnical Data Report (GDR), Geotechnical Baseline Report (GBR), and Design Memorandum (DM);
- Verify with percolation testing that the soils are suitable for infiltration at the planters and permeable pavers;
- Provide methane survey and methane mitigation designs per LADBS requirements as the Project site is within a City of Los Angeles Methane Hazard zone;
- Perform potholing as necessary to identify potential utility conflicts and encroachments and resolve said conflicts;
- Prepare land survey;
- Consultant shall follow RAP Tree Protection and Tree Replacement guidelines. Consultant shall survey potentially impacted trees for location and trunk diameter, prepare tree protection zones, and mitigate impacted trees as needed (Attachment F);
- Environmental review and clearances related to the California Environmental Quality Act (CEQA) will be led by BOE’s Environmental Management Group (EMG). Therefore, the Consultant shall closely coordinate with BOE’s EMG and provide documents and information as necessary to facilitate CEQA review and clearances;
- Perform utility coordination during the entire contract duration as appropriate to facilitate the Project. This may include contacting utility companies, proposing design alternatives, and scheduling utility contractors that may need to relocate utility lines. Utility relocation will be done by others and is not part of this contract;
- Develop and execute the COEP for the entire contract duration consistent with Attachment C - Community Outreach and Engagement Program Outline;
- Obtain approval of design plans from all permitting agencies as needed to begin construction;
- Obtain approval of traffic control plans from LADOT;

- Identify and obtain all leases, easements, rights-of-way, maintenance agreements, and/or other permits and approvals required for construction from regulating agencies, utility companies, and or businesses;
- Complete a pre-design report;
- Complete and finalize design plans, project specifications, City Engineer's Class A cost estimates;
- Provide Design Support During Bid and Award;
- Provide Design Support During Construction;
- Complete As-Builts and Project Close-Out Documents.

3.2 Pre-Design Phase - Task 1

3.2.1 Consultant's Pre-Design activities shall include:

- Consultant Project management;
- Provide Project work plan;
- Review and validate the Feasibility Report (Attachment A), and Scope of Work (Attachment B);
- Weekly Project meetings with City staff at a City location or virtually, which may include various agencies to discuss;
- Monthly Progress Report, Expenditure Report, and Actual vs. Planned Work Progress;
- Design Schedule for the Project with Activities and Milestones, which may include revisions or updates as requested;
- Quality Assurance (QA)/ Quality Control (QC) Plan;
- Research As-Builts and existing structure plans;
- Site investigations (including, but not limited to: pot-holing of utilities; topographic surveys; and geotechnical reports);
- Prepare a baseline monitoring work plan and perform baseline monitoring;
- Prepare hydrology and hydraulic modeling and analysis to appropriately size and design stormwater infrastructure;
- Identification of potentially major utility conflicts and coordinate meetings with concerned utility companies if deemed necessary;
- Develop and implement the COEP consistent with Attachment C - COEP Outline and execute the outreach required for the Pre-Design Phase;
- Coordinate with BOE's EMG as needed to facilitate CEQA review and clearances;
- Coordinate with RAP as needed to obtain Right of Entry.

The Pre-Design Report shall comply with and incorporate all applicable requirements and criteria set forth in the latest edition of the PDM Chapter 7, and shall include the following:

- Executive summary including: Preferred alternative, major points and considerations developed in the report;
- Evaluation of three (3) alternatives to satisfy the Safe Clean Water Program objectives;
- Description of proposed improvements, including a stormwater flow schematic;
- Description of proposed control logic for facility;

- Site plans showing improvements;
- Typical Sections and Renderings;
- List of major stormwater improvements;
- List of major equipment;
- Description of construction sequence with minimal disruption to park, adjoining businesses, residents, commuters, and flood control operations;
- Identify construction constraints;
- Validate expected pollutant removal;
- Design and signage requirements;
- Signage Guideline;
- Calculations;
- Identify all required permits and its governing or regulating agency with a proposed schedule;
- Identify utility conflicts;
- Identify operations and maintenance requirements;
- Construction Cost Estimates (Class C Estimate);
- Project Implementation Schedule;
- Fatal Flaw Analysis;
- Assessment of trees to be protected and removed. If trees are proposed to be removed, trees shall be mitigated per RAP Tree Protection and Tree Replacement guidelines;
- Site investigation results (including survey, methane, and geotechnical);
- Preliminary list of drawings;
- Alternative development and analysis;
- Identify a preferred alternative;
- Conduct workshop with City staff from BOE, LASAN, and RAP after Pre-Design Report.

The Pre-Design Report shall be submitted to the City in the following drafts:

- Draft Pre-Design Report (PDF digital copy);
- Final Draft Pre-Design Report (3 copies and PDF digital copy);
- Final Pre-Design Report (3 copies and PDF digital copy).

The Pre-Design Phase shall be completed within six (6) months from the date the Notice-to-Proceed (NTP) is issued to begin the Pre-Design Phase.

3.2.2 City's Pre-Design work activities shall include:

- Provide Feasibility Studies;
- Provide Regional Scope of Work document adopted by LA County;
- Provide reasonable Project site access;
- Provide suitable representative staff at meetings and workshops;
- Provide a City Project Manager (PM) and Project Engineer (PE);
- Provide website information to download record drawings;
- Provide necessary electronic files, record drawings, etc. not found on City website;
- Provide timely reviews;

- Lead CEQA review and clearance process and prepare appropriate level of CEQA documentation, reports, and studies.

If it is determined that the Pre-Design Report does not meet the LASAN's needs or the Project is not feasible or constructible, the Consultant services may be suspended. At which time, the Consultant will be paid the agreed upon amount for Pre-Design Services and termination procedures will commence.

3.3 Design Phase - Task 2

3.3.1 Consultant's Design activities shall include:

- Consultant Project Management;
- Weekly Project meetings including review meetings which may include various participating parties from City Departments, Divisions, and/or other agencies;
- The Consultant shall prepare agendas, sign-in sheets and meeting minutes;
- Monthly Progress Report;
- Design Schedule with activities and milestones;
- Prepare graphics, contents, details for interpretative signs based on LASAN Signage Guidelines;
- Continue to implement the COEP consistent with Attachment C - COEP Outline and execute the outreach required for the Design Phase;
- Prepare a Stormwater Pollution Prevention Plan (SWPPP), to be prepared by a Qualified SWPPP Developer (QSD);
- Quality Control Plan including discipline checks and inter-discipline checks (squad check);
- 50% Plans and Specifications Submittal with Class B Construction Cost Estimate (3 copies and PDF digital copy);
- 90% Plans and Specifications Submittal with draft Class A Construction Cost Estimate with all necessary construction permits (3 copies and PDF digital copy);
- Conduct design workshops with City staff from BOE, and LASAN, after 50% and 90% Plans and Specifications submission;
- 100% Plans and Specifications Submittal including signed and sealed drawings, final technical specifications, Class A cost estimate, and City Engineer's Estimate (3 copies and PDF digital copy);
- Provide technical specifications for materials, products, and procedures not covered under the City Standard Specifications (50% outline of specifications, 90% draft of specifications, 100% final specifications);
- Secure all permits and approvals from City/Regulating/Permitting agencies with the corresponding jurisdiction. The Consultant shall include an allowance in their fee proposal to pay all permitting fees;
- Prepare a utility relocation plan (substructures and overhead), where required, showing existing utilities and proposed utility relocations;
- Coordinate utility relocation with utility companies/agencies;
- Coordinate with the proper Transportation Authority (e.g. LADOT, etc.) to define traffic requirements during construction and prepare work site Traffic Control Plans and Construction Staging;
- Prepare a draft Operations and Maintenance Plan for review during 50% and

90% design submittals. Final Draft Operations and Maintenance Plan shall be submitted with 100% designs;

- Prepare a draft Post-Monitoring Plan for review during 50% and 90% design submittals. Final Draft Monitoring Plan shall be submitted with 100% designs;
- Conduct constructability reviews at 50% and 90% design completion with a third-party construction expert (e.g. CM or CE). Prepare a constructability review comment and response matrix that evaluates and addresses all constructability review comments, provide meaningful engineer responses to comments, and incorporate pertinent constructability corrections/comments to final design documents;
- Coordinate with BOE's EMG as needed to facilitate CEQA review and clearances.

The Design Phase duration for the Project is fifteen (15) months.

Design Requirements:

- Three (3) hard copies of full-size plans (24"x36") and electronic copies of plans, submittals and calculations in DWG, PDF, and native format of any required permit applications for the review and approval by the BOE for 50%, 90%, and 100% design;
- The Consultant shall prepare plans for construction that are in accordance with the standards of the BOE. Standard Plan Sheets and drawing standards can be found on the BOE's website, http://eng2.lacity.org/techdocs/CADSTDS/cad_details.htm;
- The Consultant shall comply with the requirements included in the Storm Drain Design – Plan Submittal Check List; and
- Final Design – The Consultant shall submit the complete plans, specifications, and City Engineer's Cost Estimate for the construction of the Project. It shall address all comments provided by the City. The final design submittal shall include final construction drawings, construction permits, calculations, Transportation Agency-approved Traffic Control Plans, and approved connection plans for permit issuance.

3.3.2 City's Design activities shall include:

- Provide reasonable Project site access;
- Provide electronic copy of BOE Drawing Borders;
- Provide copy of BOE CADD Standards;
- Provide website information to download City Standard Specifications and Record Drawings;
- Provide suitable representative staff at meetings and workshops;
- Provide a City PM and PE;
- Provide timely reviews;
- Lead CEQA review and clearance process and prepare appropriate level of CEQA documentation with reports, and studies.

3.4 Bid and Award Phase - Task 3

3.4.1 Consultant's Bid and Award activities shall include:

- Attend Pre-bid meeting and Job walk;
- Prepare Pre-Bid Agenda, Presentation, and Meeting Minutes;
- Prepare Addenda;
- Address all prospective bidders' questions;
- Continue to implement the COEP consistent with Attachment C - Community Outreach and Engagement Program Outline and execute the outreach required for the Bid and Award Phase;
- Assist with bid evaluation;
- Prepare "As-bid" documents (plans and specifications). This conforming set must address all Addenda issued during the bidding process;
- Bid and Award Phase shall not exceed six (6) months after the completion of the Design Phase.

Upon receipt of construction bids, should the bid amount of the lowest, responsive, responsible bidder exceed the construction cost budget by 10% or more, the Consultant shall, upon request, revise the design of the Project at no cost to the City, to secure bids within budget.

3.4.2 City's Bid and Award activities shall include:

- Prepare Bid Proposal;
- Coordinate plan processing of 100% drawings;
- Coordinate and lead pre-bid meeting;
- Issue Addenda;
- Manage and lead Bid and Award activities;
- Prepare City Board Reports.

3.5 Design Services During Construction - Task 4

3.5.1 Consultant's design services during construction activities shall include:

- Consultant Project Management;
- Attend Pre-Construction Meetings;
- Attend weekly construction meetings with construction team(s) and contractor(s);
- Continue to implement the COEP consistent with Attachment C - Community Outreach and Engagement Program Outline and execute the outreach required for the Design Services During Construction Phase;
- Review contractor submittals;
- Prepare all plan clarifications;
- Assist with preparing responses to Requests for Information (RFIs) and Change Order Requests;
- Prepare record drawings (As-Built Drawings);
- Submit biweekly Progress Reports of the Consultant's activities and progress;
- Provide structural observations, materials testing, geotechnical inspections and other inspections as needed for compliance with permits;

- Conduct manufacturing plant inspections and tests;
- Participate in the final acceptance inspections of the Project and advise the City regarding the acceptability of the work.

3.5.2 City's construction management activities shall include:

- Lead construction management activities;
- Provide City inspections.

3.6 Document Control

3.6.1 The Consultant shall use a web-based document control system to submit and receive all documents on this Project. The system used is "e2020" and costs associated for the use of the software have been paid for by the City. The website address to be used will be provided by the BOE after the issuance of a NTP. The City will provide training to the Consultant on the use of the system if requested. The information to be generated, transmitted, and tracked by the e2020 document control system shall include, but not be limited to the following:

- Pre-Design Correspondence;
- Schedule;
- QA/QC Program;
- Pre-Design Submittal and Review;
- Environmental CEQA Documentation, Noise Screening, Air quality screening and studies, Traffic studies, etc.;
- Geotechnical Reports;
- Survey Report;
- Special Testing or Reports;
- Utility Service Correspondence, Permits, and Pot-holing;
- Pre-Design Report versions;
- Design Correspondence, Reports, Guidelines, Standards, Specifications, Submittals, and Review;
- Coordination Meeting Agendas and Minutes;
- Calculations;
- Addenda;
- Cost Estimates for each respective Class as stated herein;
- Plan Clarifications;
- RFI's;
- Project Schedules;
- Piping and Instrumentation Diagram (P&IDs);
- Squad Checks;
- Permits;
- Site investigation reports;
- Progress reports; and
- Operations and Maintenance (O & M) Plans.

3.6.2 When large drawings or product samples are required to be submitted that cannot be submitted through e2020, the Consultant shall upload a transmittal sheet for the

submittal in e2020, submit six (6) full-size hard copies and one (1) half-sized hard copy (not exceeding 11x17 inches), and provide the PM or PE with an electronic file (PDF).

The Consultant shall be responsible for the installation of its own computer system, scanner, and the procurement of an Internet Service Provider (ISP) with a high-speed broadband internet connection for its own use.

4. Construction Budget

The Project shall be designed in accordance to the following construction budget. This budget does not include contingency.

Wilmington Neighborhood Greening	\$8,064,260
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5. Project Schedule

The following is an estimated schedule for the Project:

Phase	Duration
Pre-Design	6 Months
Design	15 Months
Bid and Award	6 Months
Construction	21 Months

6. Estimated Solicitation Schedule

Issue Task Order Solicitation	6/13/2022
Mandatory Pre-Proposal Meeting	6/28/2022
Mandatory Job Walk	6/29/2022
Question Submittal	7/12/2022
Response to Questions	7/26/2022
Receive Solicitation Responses	8/09/2022
Select and Negotiate	8/23/2022
Issue Task Order	10/04/2022

7. Mandatory Pre-Proposal Meeting and Mandatory Job Walk

1. Mandatory Pre-proposal Virtual Meeting
Tuesday, June 28, 2022
9:00 AM - 10:00 AM
<https://meet.google.com/hxm-xmhy-epu>
(402) 986-3166 PIN: 900 853 188 #
2. Mandatory Job Walk
Wednesday, June 29, 2022
9:00 AM - 10:00 AM
Wilmington Recreation Center
325 N. Neptune Ave, Wilmington, CA

8. Solicitation Response Requirements

Solicitation Responses shall be bound and not to exceed 25 pages, exclusive of cover, dividers, and resumes. Five copies and one flash drive shall be submitted no later than 3 PM on Tuesday, August 9, 2022, to:

Allen Wang, Project Manager
Department of Public Works
Bureau of Engineering
Clean Water Division
1149 South Broadway, 6th Floor
Los Angeles, California, 90015

Solicitation Responses may also be mailed in; however, the Consultant shall be responsible for advising the Task Order Manager if Solicitation Responses are mailed to the above address.

Solicitation Responses shall include:

- **Section 1 – Project understanding:** Explain your firm’s overall approach to the work.
- **Section 2 – Related Experience:** Provide the Project Team’s experience in designing and implementing projects involving stormwater capture, infiltration, pollutant load reduction, green street improvements, and other projects similar to this Project.
- **Section 3 – Project Team:** Provide the Project Team’s organization chart, background, roles and responsibilities, and resumes of the team members that will be assigned to the Projects. List MBE/WBE/SBE/EBE/DVBE participation as a percent for each phase (i.e. 3.2, 3.3, 3.4, and 3.5).

- **Section 4 – Detailed Scope of Work and Schedule:** Expand the City’s Scope of Work and Schedule contained herein. Upon field investigation and review of the provided scope, the Consultant shall expand on the Project scope and provide a detailed schedule to demonstrate an understanding of the Project requirements.
- **Section 5 – Fee Estimate:** Provide separate cost estimates by project. The Consultant’s firm detailed cost breakdown shall include the work described in 3.2 Pre-Design, 3.3 Design, and 3.4 Bid and Award. The Consultant shall be compensated on a Lump Sum basis for the work described in 3.2, 3.3, and 3.4. Provide a firm detailed cost breakdown for the work described in 3.5 Design Services During Construction. Compensation for services provided in 3.5 shall be on a Cost Reimbursement Plus Profit basis as specified in Article 7 of the Contract. List assumptions associated with all cost calculations; (i.e. number of RFI’s, change orders, meetings).
- **Appendix:** Include resumes.

9. Selection Criteria

The selection team will evaluate the proposals based on the following criteria:

A.	Capability and qualifications in providing the Scope of Services as demonstrated by the solicitation response and interview. A key element will be the individual member’s experience related to the scope of services	(20%)
B.	Capability and experience of the Consultant’s team to demonstrate detailed familiarity and understanding of the Project. Development of the Scope of Work (i.e. Content of Section 4: Detailed Scope of Work and Schedule)	(30%)
C.	The value offered to the City considering cost in comparison to capabilities and experience of the Consultant’s Project Team	(20%)
D.	Project Team’s knowledge of City requirements, procedures, and practices	(20%)
E.	History of Consultant’s successful budget and schedule compliance and Project Manager’s experience, qualifications, and availability	(10%)

10. Anticipated Participation Levels

The anticipated participation levels for this TOS are 18% MBE, 4% WBE, 25% SBE, 8% EBE, and 3% DVBE. Your proposal shall include a complete **Task Work Order List of Subconsultants Form** (Schedule B). See Attachment D.

11. Solicitation Manager

The City’s Task Order Manager is Allen Wang, allen.wang@lacity.org, Project Manager, Clean Water Division, (213) 847-0345.

12. Disclaimer

The City may or may not decide to award any or part of this Task Order based on its sole convenience and shall not be responsible for any solicitation response costs.

Any errors, omissions or revisions from the Consultant's Task Order Proposal will not be accepted if received after the deadline. If you are the successful firm, the City will expect you to honor your proposal as submitted.

13. Non-Collusion Affidavit

A Non-Collusion Affidavit must be included with your proposal declaring that this proposal is genuine, not sham or collusive, nor made in the interest or on behalf of any person named and the proposer had not directly induced or solicited any other proposer to put in a sham proposal, or any other person, firm or corporation to refrain from submitting a proposal, and that the proposer has not in any manner sought by collusion to secure for him/herself an advantage over any other proposer. See attachment E.

14. COVID-19 Vaccination Requirement

Employees of Consultant and/or persons working on its behalf, including, but not limited to, subconsultants (collectively, "Contractor Personnel") must be fully vaccinated against the novel coronavirus 2019 ("COVID-19") prior to: (1) interacting in person with City employees, contractors, or volunteers, (2) working on City property while performing services under this Contract, and/or (3) coming into contact with the public while performing services under this Contract (collectively, "In-Person Services"). "Fully vaccinated" means that 14 or more days have passed since Contractor Personnel received the final dose of a two-dose COVID-19 vaccine series (Moderna or PfizerBioNTech) or a single dose of a one-dose COVID-19 vaccine (Johnson & Johnson/Janssen) and all booster doses recommended by the Centers for Disease Control and Prevention. Prior to assigning Contractor Personnel to perform In-Person Services, Consultant shall obtain proof that such Contractor Personnel has been fully vaccinated. The Consultant shall retain such proof for the document retention period set forth in this Contract. The Consultant shall grant medical or religious exemptions to Contractor Personnel as required by law.

Appendices

Attachment A – Wilmington Neighborhood Greening Project Feasibility Study

Attachment B – Wilmington Neighborhood Greening Project Scope of Work

Attachment C – Community Outreach and Engagement Program (COEP)

Attachment D - Task Work Order List of Subconsultants Form (Schedule B)

Attachment E - Non-Collusion Affidavit

Attachment F - Tree Protection and Removal Guidelines

Attachment G - As-Built Plans