PUBLIC WORKS DEPARTMENT
ENGINEERING DIVISION

411 Main Street, 2nd Floor   Phone: (530) 879-6900
P.O. Box 3420   Fax: (530) 895-4899
Chico, CA 95927-3420   http://www.ci.chico.ca.us

January 13, 2026

UNICO Engineering, Inc.
5910 Clark Road, Suite M9
Paradise, CA 95969

RE: CITY OF CHICO – SERVICE PROVIDER AGREEMENT – TASK ORDER #10 TO EXHIBIT B – **FAIR STREET REHABILITATION** (PROJECT NO. 203-000-8800/50643-203-4160)

Enclosed is a copy of Task Order #10 along with City of Chico Purchase Order No. 61026081 which constitutes your Notice to Proceed with the services authorized by the Task Order.

Your DIR Project Registration Number is: 20260615174

If you have any questions or would like additional information, please contact me at your convenience.

Sincerely,

Valerie Mills

Valerie Mills
Contracts Specialist

Enclosures
cc: PM Morris
FR: Project Purchasing File

CITY OF CHICO - SERVICE PROVIDER AGREEMENT

<u>UNICO ENGINEERING, INC.</u>
PROVIDER

<u>ON-CALL CONSTRUCTION MANAGEMENT & INSPECTION SERVICES: FAIR STREET REHABILITATION</u>
Project Title

<u>203-000-8800/50643-203-4160</u>
Budget Account No.

TASK ORDER #10 TO EXHIBIT B
SERVICE PROVIDER AGREEMENT DATED FEBRUARY 5, 2024
(Agreement Term: February 5, 2024 through February 4, 2027)

<u>SCOPE OF SERVICES - BASIC; NOTICE TO PROCEED; COMPLETION SCHEDULE</u>

<u>Scope of Services - Basic</u>

The Provider shall perform the following Services:

<u>TASK 1: PRE-CONSTRUCTION PHASE</u>

Provider shall:
1. Perform and constructability review of the PS&E prior to the start of construction to identify potential construction challenges or change order work.
2. Schedule and administer the pre-construction conference and document the existing Project conditions via video and photos prior to the start of the Project.

<u>Deliverables</u>: *Constructability review matrix, Pre-Construction meeting agenda and minutes, and videos and photos of pre-existing conditions*

<u>TASK 2: CONSTRUCTION PHASE</u>

Provider shall:
1. Manage photographic records during the Project and catalog photos by activity. Provide drone/aerial photos and videos for pre-, during, and post-construction documentation.
2. Review and confirm that the Contractor's safety plan is implemented.

3. Schedule and conduct weekly progress meetings and prepare and distribute meeting agendas and minutes.
4. Enforce the Contractual requirements for scheduling and phasing for on time completion. Perform time impact analysis as needed.
5. Review Traffic Control Plans (TCPs) and Detour plans for compliance with the CAMUTCD, as well as for completeness and adequacy to accommodate traffic.
6. Strictly enforce approved TCPs and Detour plans during construction.
7. Review the field layout and staking notes performed by the Contractor prior to starting that work.
8. Monitor the construction budget and provide monthly Project forecasting to confirm that the Project remains within budget.
9. Act as the RE in the field and comply with Federal requirements. Provide daily field reports and weekly statements of working days.
10. Maintain records of work performed in accordance with CDBG and Section 3.
11. Review and respond to Project submittals and RFIs in a timely manner. Coordinate with the City to review RFIs, submittals, and shop drawings. Maintain logs and track turnaround time.
12. Visit off-site fabrication facilities, as required.
13. Coordinate materials testing.
14. Coordinate with utility companies prior to and during construction.
15. Coordinate with the City's Public Information Officer on community notifications.
16. Assist with drafting, reviewing, and negotiating change orders.
17. Assist with the negotiation of change order cost proposals.
18. Recommend corrective actions for potential unforeseen issues.
19. Work with the City and Contractor to resolve issues and disputes as they arise and assist the City with the review and resolution of NOPCs.
20. Support the City in the defense and resolution of any claims related to the Project.
21. Assist in the processing of any claims, payments, and rebates related to the City's insurance.
22. Prepare and assist with monthly progress payments. Verify and document bid item quantities installed via monthly quantity sheets.
23. Monitor and oversee the Project SWPPP for compliance and serve as the authorized approved signatory by the City's Legal Responsible Person (LRP).
24. Enforce the requirements as they relate to Labor Compliance, EEO, Prevailing Wage, and CDBG Section 3 according to State and Federal regulations as required. Conduct EEO interviews.
25. Maintain a set of redline drawings and original documentation.
26. Maintain CDBG compliant Project records via CMIS.
27. Perform a final walk through with the Contractor and the City and prepare a punch list for Project completion. Verify that items on the punch list are completed.
28. Observe the Contractor's final testing.
29. Maintain original documentation.

Deliverables: *CDBG compliant and audit proof contract documents, Meeting agendas and minutes, photographic records, schedule review comments and TIAs, Submittal log, reviews and comments, monthly Project forecasting spreadsheet, Weekly Statements of Working Days, RFI* *log, reviews and comments, Change Orders and memos, Corrective Action Log and Recommendations, NOPC log and responses, Progress Payments, Quantity Sheets, Redline Drawings, Final Walk-through Punch List and Completion Checklist.*

TASK 3: POST-CONSTRUCTION PHASE

Provider shall:

1. Request and review the Contractor's as-builts for City acceptance prior to the final payment.
2. Prepare closeout documentation, including the acceptance statement signed by the RE and other required closeout documents as requested.

Deliverables: *As-built drawings, Acceptance Statement, and other closeout documents as requested*

TASK 4: INSPECTION PHASE

Provider shall:

1. Provide an Inspector for day-to-day on-site observation and inspection of the work.
2. Guard against defects and deficiencies in the work.
3. Confirm that the contract provisions are being fulfilled.
4. Maintain daily inspection reports, logs, daily quantities, and photos via CMIS.
5. Monitor the work for conformance with the plans, approved TCPs, and specifications.
6. Conduct employee/EEO interviews.
7. Coordinate materials testing.
8. Observe and document the Contractor's final testing.
9. Review and monitor the Contractor's safety program in accordance with OSHA/CalOSHA.
10. Accept or reject work as necessary.

Deliverables: *Daily reports, EEO interviews, and photos*

TASK 5: MATERIALS TESTING

Provider's Subconsultant shall:

1. Perform earthwork activities, including subgrade, embankment, trench/excavation backfill, aggregate base compaction, and laboratory testing.
2. Perform concrete pavement testing, including job mix verification, fresh sampling, and slump testing, as well as collecting and curing specimens and providing compression and flexural testing.
3. Perform asphalt activities, including job mix verification, fresh sampling, compaction testing, and laboratory analysis.
4. Perform geotechnical testing as requested for tasks that require subsurface analysis for shallow and deep foundation systems, including field exploration, soil stability, seismic response, geohazards, laboratory testing, and report preparation.
5. Perform testing as required by the contract specifications and the City's QAP. Testing

methods shall include, but may not be limited to, AASHTO, ASTM, and CTM testing methods.

Deliverables: *Daily Field Reports reviewed by Subconsultant's Project Manager, Final Summary Letter and logs*

Compensation

Compensation shall not exceed **$448,311.32** and shall be billed according to the rates set forth on Exhibit C of the Agreement. Compensation shall be based upon actual monthly invoices received and shall be paid in accordance with the completion of each task, as shown on page TO #10-ExB-5.

Notice to Proceed

This Task Order shall constitute the City's Notice to Proceed to the Provider.

Completion Schedule

The Provider shall complete all Services by **March 31, 2027**.

80 Blue Ravine Road, Suite 250
Folsom, CA 95630
916-900-6623

City of Chico

Task Order #23: Fair Street Rehabilitation Project

Cost Proposal (Assumed 90 Working Days)

Task #	Task Description	UNICO Engineering					Crawford & Associates					Total
		Project Manager/Resident Engineer	Resident Engineer	Office Engineer	Construction Inspector	Construction Inspector (OT)	Rob Hill - Project Manager II	Project Coordinator	Senior Technicain (Non-PW)	Soils/Asphalt Technician ** (PW) Group 3	Concrete Technician ** (PW) Group 4	
	Direct Labor Rate	$96.93	$88.20	$49.61	$68.25	$102.38	$59.26	$36.75	$40.43	$50.66	$47.86	
	Overhead Rate	144.92%					230.08%					
	Fee	10%					10%					
	Bill Rate	$261.13	$237.62	$133.66	$183.87	$275.81	$215.17	$133.43	$146.80	$183.94	$173.77	
Task #	***Task Description***	***Hours***										***Total***
1	Pre-Construction Phase	60	80	60	40							$ 50,051.71
2	Construction Management Phase	110	360	360								$ 162,383.79
3	Post-Construction Phase	20	40	40	20							$ 23,751.12
4	Inspection Phase				720	60						$ 148,937.69
5	Materials Testing						10	8	52	176	40	$ 50,177.02
												$ 435,301.32
		190	**480**	**460**	**780**	**60**	**10**	**8**	**52**	**176**	**40**	

Other Direct Costs	**$ 13,010.00**
Crawford - Lab Testing/ODC	$ 13,010.00

Total	**$ 448,311.32**

CITY OF CHICO

P.O. BOX 3420, CHICO, CA 95927-3420

PURCHASE ORDER / PAYMENT AUTHORIZATION / CLAIM NO. 61026081

1. DATE:	2. DESCRIPTION:	3. PREPARING DEPT:
01/09/2026	SPA Attach #10	BO/RM/vm

4. AUTHORIZATION: (Attach Reference Materials)
- ☑ Per Agreement/Coop Agr - Dated 02/05/2024
- ☐ Bid Quote Summary
- ☐ Sole Source Memo
- ☐ Rotational Vendor

5. BUDGETED: (Attach Budget to Actual Report)
- ☑ Budgeted
- ☐ Supplemental Appropriation No. __________
- ☐ Approved Request for Over-Expenditure

6. FOR CONTRACTOR'S RETENTION ONLY:
- ☐ Held by City
- ☐ Paid to Escrow Agent
- ☐ Paid to Contractor

7.
- ☐ Annual Master
- ☑ Encumber
- ☐ Payment Authorization
- ☐ Confirming

7a. ENCUMBER FUND(S) AND ACCOUNT(S): 203-000-8800/50643-203-4160 **AMOUNT:** $448,311.32

FINANCE APPROVALS:
Adherence ☐ Encumbered

Casey Chapot
Casey Chapot (Jan 12, 2026 12:11:24 PST)

8. DELIVER TO: (Point of Delivery Destination)
City of Chico - Public Works - Engineering
PO Box 3420
Chico, CA 95927

BILL TO:
City of Chico - Public Works - Engineering
PO Box 3420
Chico, CA 95927

9. VENDOR/CLAIMANT: (Name and Address)
UNICO Engineering, Inc.
5910 Clark Road, Suite M9
Paradise, CA 95969

PEID NO. 61815

10. ORDER / CLAIM (Subject to conditions in Section 12)

FUND(S) AND ACCT(S) CHARGED:	QTY ORDERED	DESCRIPTION	PRICE PER UNIT	TOTAL PRICE
203-000-8800/50643-203-4160		ON-CALL CONSTRUCTION MANAGEMENT & INSPECTION SERVICES: FAIR STREET REHABILITATION: Under Service Provider Agreement dated February 5, 2024. Services to be provided are described in Attachment #10 to Exhibit "B" attached. Compensation shall not exceed: and shall be billed at the rates set forth in the Services Provider Agreement Exhibit "C" attached.		$448,311.32
			SUBTOTAL	$448,311.32
			☐ SALES TAX ☐ USE TAX	
			TOTAL ⇨	**$448,311.32**

ATTENTION VENDOR: Unless otherwise stated, ALL PRICES ARE FOB POINT OF DELIVERY, AS SPECIFIED IN SECTION 8, ABOVE. NO EXCEPTIONS.

11. APPROVALS

A. CLAIMANT (Authorized Signature)	B. DEPT. HEAD (Authorized Signature)	C. CITY MANAGER (Authorized Signature)
	Brendan Ottoboni (Jan 9, 2026 16:33:07 PST)	Mark Sorensen Mark Sorensen (Jan 12, 2026 09:51:16 PST)

12. NOTICE TO VENDOR

ACCEPTANCE OF THIS ORDER/CLAIM BY VENDOR/CLAIMANT NAMED HEREIN CONSTITUTES VENDOR'S/CLAIMANT'S AGREEMENT TO AND ACCEPTANCE OF THE FOLLOWING LISTED CONDITIONS:

1. Claimant (Section 11A) certifies that upon claimant's personal knowledge the items and amounts set forth are true and correct, that no part thereof has been paid by the City of Chico, and that the amount claimed is justly due.
2. Void unless signed by the City Manager or the authorized representative in Section 11, above. Changes of any kind from items specified in Section 10, above, are not authorized unless approved in writing by the City Manager prior to shipping.
3. Invoices must reflect only those items stipulated in Section 10, above, which have been shipped. Payments will not be made by the City of Chico until goods or services ordered have been satisfactorily received. Back ordered items may not be billed on invoice. Invoices must be rendered no later than date of shipment. Invoices must reflect Purchase Order Number appearing on this Order. All goods, material, and supplies delivered must clearly indicate Purchase Order Number on outside of package.
4. Payment will be made with approval from receiving department for items received/services rendered within 30 days of receipt of invoice or as specified by contract.
5. The City Manger reserves the right to cancel from this order any or all item(s) not delivered by the delivery date specified in Section 8, above, unless written notice of vendor's inability to comply with the requirement is forwarded to and accepted by the City Manager.
6. The City of Chico reserves the right to reject any or all item(s) delivered which do not conform to specifications reflected above or which have been damaged in transit. Such goods will be returned at sole risk, cost, and expense of vendor.

SPA ExB Attachment - Unico 50643

Final Audit Report 2026-01-12

Created:	2026-01-10
By:	Valerie Mills (valerie.mills@chicoca.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAjFyk_A11kWgvdYuv9dskCfLo7OVwGV1B

"SPA ExB Attachment - Unico 50643" History

Document created by Valerie Mills (valerie.mills@chicoca.gov)
2026-01-10 - 0:24:31 AM GMT

Document emailed to Brendan Ottoboni (brendan.ottoboni@chicoca.gov) for signature
2026-01-10 - 0:24:40 AM GMT

Email viewed by Brendan Ottoboni (brendan.ottoboni@chicoca.gov)
2026-01-10 - 0:32:51 AM GMT

Document e-signed by Brendan Ottoboni (brendan.ottoboni@chicoca.gov)
Signature Date: 2026-01-10 - 0:33:07 AM GMT - Time Source: server

Document emailed to Mark Sorensen (mark.sorensen@chicoca.gov) for signature
2026-01-10 - 0:33:10 AM GMT

Email viewed by Mark Sorensen (mark.sorensen@chicoca.gov)
2026-01-10 - 1:13:05 AM GMT

Document e-signed by Mark Sorensen (mark.sorensen@chicoca.gov)
Signature Date: 2026-01-12 - 5:51:16 PM GMT - Time Source: server

Document emailed to Casey Chapot (Casey.Chapot@chicoca.gov) for signature
2026-01-12 - 5:51:18 PM GMT

Email viewed by Casey Chapot (Casey.Chapot@chicoca.gov)
2026-01-12 - 8:11:03 PM GMT

Document e-signed by Casey Chapot (Casey.Chapot@chicoca.gov)
Signature Date: 2026-01-12 - 8:11:24 PM GMT - Time Source: server

Agreement completed.
2026-01-12 - 8:11:24 PM GMT