

Provide Professional Engineering Design Services for Highway Safety Improvement Program (HSIP) Cycle 11 Projects

HSIPL-5430-039 (C08754) – 18 Unsignalized Intersection Upgrades



CITY OF CATHEDRAL CITY
HSIPL-5430-039 (C08754) - 18 Unsignalized Intersection Upgrades

		Kimley-Horn and Associates, Inc.											TOTAL HOURS	TOTAL COST	
		Kameron Oureshi	Frank Hoffman	Jean Fares	Sr. Professional III	Sr. Professional II	Sr. Professional I	Professional II	Professional I	Analyst II	Analyst I	Project Support			Technical Support
196.54% Overhead%	Name														
195.57% Overhead% w/o FCCM	Category/Title														
10% Fee%	Direct Rate	\$61.54	\$102.80	\$125.64	\$130.46	\$105.66	\$94.09	\$78.88	\$66.80	\$55.08	\$47.65	\$42.24	\$29.33		
	Billing Rate	\$200.68	\$335.23	\$409.71	\$425.43	\$344.55	\$306.82	\$257.23	\$217.83	\$179.61	\$155.39	\$137.74	\$95.64		
Task 1	Project Management	15	6					5		20		8		54	\$ 11,001.93
1.1	Project Management	15	6					5		20		8		54	\$ 11,001.93
Task 2	Field Work/Preliminary Plans/Inventory/Standards	25	5		5	70				60				165	\$ 35,744.80
2.1	Preliminary Plans/Inventory	20	5		5	60				50				140	\$ 30,615.29
2.2	Field Visit	5				10				10				25	\$ 5,129.51
Task 3	Environmental Documentation			5					10		10			25	\$ 5,780.72
3.1	Environmental Documentation			5					10		10			25	\$ 5,780.72
Task 4	PS&E	42	10	1		25		100	5		90			273	\$ 61,600.77
4.1	90% PS&E	30	5			15		60			50			160	\$ 36,067.63
4.2	100% PS&E	10	5			10		40			30			95	\$ 22,079.05
4.3	Caltrans LAPM Forms and CON Allocation	2		1					5		10			18	\$ 3,454.08
Task 5	Bidding Assistance	20	5	5				10		10				60	\$ 12,106.68
5.1	Bidding Assistance	20	5	5				10		10				60	\$ 12,106.68
Task 6	Construction Support	20	5	5				10		10				60	\$ 12,106.68
6.1	Construction Support	20	5	5				10		10				60	\$ 12,106.68
Task 7	Utility Coordination	20						40						60	\$ 14,302.61
7.1	Utility Coordination	20						40						60	\$ 14,302.61
	TOTAL HOURS	142	31	16		30		235	15	40	160	8		677	
	Subtotal Labor:	\$28,496.57	\$10,392.06	\$6,555.33		\$10,336.62		\$60,447.95	\$3,267.49	\$7,184.57	\$24,861.64	\$1,101.95			\$ 152,644.18
	Other Direct Costs														\$ 55,353.57
	<i>Subcontractor: The Holt Group</i>														\$ 55,353.57
	TOTAL COST:														\$ 207,997.75

Provide Professional Engineering Design Services for Highway Safety Improvement Program (HSIP) Cycle 11 Projects



City of Cathedral City HSIPL-5430-039 (C08754) - 18 Unsignalized Intersection Upgrades

		The Holt Group											
		Robert Holt, PE	Victor Garcia	Lindsay Holt, AICP	Jake Standage	Drew Downey	Justin Grindley	Erika Garcia	Elisa	Tung-Ju Hsieh			
		Principal Engineer	Project Engineer/Survey Manager	Planner/Project Manager	Surveyor	Surveyor	Asst. Project Engineer	CAD Tech I	Administrative Assistant	Surveyor	Total Hours	Total Costs	
130.00% Overhead %													
10% Fee%													
Category/Title	Direct Rate	\$79.25	\$62.50	\$44.23	\$61.51	\$55.28	\$36.40	\$27.60	\$22.00	\$79.25			
	Billing Rate	\$200.50	\$158.13	\$111.90	\$155.62	\$139.86	\$92.09	\$69.83	\$55.66	\$200.50			
Task 1	Project Management												
Task 2	Field Work/Preliminary Plans/Inventory/Standards	16	40	32	88	88	48	48	8	40	408	\$ 55,353.57	
Task 3	Environmental Documentation												
Task 4	PS&E												
Task 5	Bidding Assistance												
Task 6	Construction Support												
TOTAL HOURS		16	40	32	88	88	48	48	8	40	408		
Subtotal Labor:		\$3,208.04	\$6,325.00	\$3,580.86	\$13,694.59	\$12,307.54	\$4,420.42	\$3,351.74	\$445.28	\$8,020.10		\$ 55,353.57	
TOTAL COST:												\$ 55,353.57	

Provide Professional Engineering Design Services for Highway Safety Improvement Program (HSIP) Cycle 11 Projects



COST PROPOSAL 1

COST PROPOSAL 1
COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS
 (DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)

Note: Mark-ups are Not Allowed Prime Consultant Subconsultant 2nd Tier Subconsultant

Consultant Kimley-Horn and Associates, Inc.

Project No. _____ Contract No. _____ Date 9/17/2024

DIRECT LABOR

Classification/Title	Name	Hours	Actual Hourly Rate	Total
Project Manager	Kameron Qureshi	142	\$61.54	\$ 8,738.68
Principal-in-Charge	Frank Hoffman	31	\$102.80	\$ 3,186.80
QC/QA Manager	Jean Fares	16	\$125.64	\$ 2,010.24
Sr. Professional III			\$130.46	
Sr. Professional II		30	\$105.66	\$ 3,169.80
Sr. Professional I			\$94.09	
Professional II		235	\$78.88	\$ 18,536.80
Professional I		15	\$66.80	\$ 1,002.00
Analyst II		40	\$55.08	\$ 2,203.20
Analyst I		160	\$47.65	\$ 7,624.00
Project Support		8	\$42.24	\$ 337.92
Technical Support			\$29.33	

LABOR COSTS

a) Subtotal Direct Labor Costs \$ 46,809.44
 b) Anticipated Salary Increases (see Anticipated Salary Increases page for calculation)
 c) **TOTAL DIRECT LABOR COSTS [(a) + (b)] \$ 46,809.44**

INDIRECT COSTS

d) Fringe Benefits (Rate: 0.00%) e) Total Fringe Benefits [(c) x (d)]
 f) FCCM (Rate: 0.97%) g) FCCM [(c) x (f)] \$ 454.05
 h) Overhead (Rate: 195.57%) i) Overhead [(c) x (h)] \$ 91,545.22
 j) **TOTAL INDIRECT COSTS [(e) + (g) + (i)] \$ 91,999.27**

FIXED FEE k) **TOTAL FIXED FEE [(c) + (e) + (i)* fixed fee 10%] \$ 13,835.47**

l) CONSULTANT'S OTHER DIRECT COSTS (ODC) - ITEMIZE

Description of Item	Quantity	Unit	Unit Cost	Total
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l) TOTAL OTHER DIRECT COSTS

m) **SUBCONSULTANTS' COSTS**
 Subconsultant 1: The Holt Group \$ 55,353.57
(m) TOTAL SUBCONSULTANTS' COSTS \$ 55,353.57

(n) TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS [(l) + (m)] \$ 55,353.57
TOTAL COST [(c) + (j) + (k) + (n)] \$ 207,997.75

Provide Professional Engineering Design Services for Highway Safety Improvement Program (HSIP) Cycle 11 Projects



COST PROPOSAL 1

COST PROPOSAL 1

COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS (CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

1. Calculate average hourly rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)

Direct Labor Subtotal per Cost Proposal	Total Hours per Cost Proposal	Avg Hourly Rate	5 Year Contract Duration
\$ 46,809.44	/ 677	= \$69.14	Year 1 Avg Hourly Rate

2. Calculate hourly rate for all periods (Increase the Average hourly rate for a period by proposed escalation %)

Avg Hourly Rate	Proposed Escalation		
Year 1 \$69.14	+ 5%	=	\$72.60 Year 2 Avg Hourly Rate
Year 2 \$72.60	+ 5%	=	\$76.23 Year 3 Avg Hourly Rate
Year 3 \$76.23	+ 5%	=	\$80.04 Year 4 Avg Hourly Rate
Year 4 \$80.04	+ 5%	=	\$84.04 Year 5 Avg Hourly Rate

3. Calculate estimated hours per year (Multiply estimate % each period by total h

Estimated % Completed Each Period	Total Hours per Cost Proposal	Total Hours per Period
Year 1 100.00%	* 677	= 677 Estimated Hours Year 1
Year 2 0.00%	* 677	= 0 Estimated Hours Year 2
Year 3 0.00%	* 677	= 0 Estimated Hours Year 3
Year 4 0.00%	* 677	= 0 Estimated Hours Year 4
Year 5 0.00%	* 677	= 0 Estimated Hours Year 5
Total 100%	Total	= 677

4. Calculate Total Costs including Escalation (Multiply average hourly rate by the number of hours)

Avg Hourly Rate (calculated above)	Estimated Hours (calculated above)	Cost Per Period
Year 1 \$69.14	* 677	= \$46,809.44 Estimated Hours Year 1
Year 2 \$72.60	* 0	= \$0.00 Estimated Hours Year 2
Year 3 \$76.23	* 0	= \$0.00 Estimated Hours Year 3
Year 4 \$80.04	* 0	= \$0.00 Estimated Hours Year 4
Year 5 \$84.04	* 0	= \$0.00 Estimated Hours Year 5

Total Direct Labor Cost with Escalation	=	\$46,809.44
Direct Labor Subtotal before escalation	=	\$46,809.44
Estimated total of Direct Labor Salary	=	\$0.00 Transfer to Page 1

Period 1 = Contract inception through 6/30/25 Period 2 = 7/1/25 through 6/30/26
 Period 3 = 7/1/26 through 6/30/27 Period 4 = 7/1/27 through 6/30/28 Period 5 = 7/1/28 through 6/30/29

Provide Professional Engineering Design Services for Highway Safety Improvement Program (HSIP) Cycle 11 Projects



COST PROPOSAL 1

COST PROPOSAL 1

Certification of Direct Costs:

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in

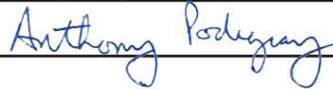
1. Generally Accepted Accounting Principles (GAAP)
2. Terms and conditions of the contract
3. [Title 23 United States Code Section 112](#) - Letting of Contracts
4. [48 Code of Federal Regulations Part 31](#) - Contract Cost Principles and Procedures
5. [23 Code of Federal Regulations Part 172](#) - Procurement, Management, and Administration of
6. [48 Code of Federal Regulations Part 9904 - Cost Accounting Standards Board](#) (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

Local governments are responsible for applying only cognizant agency approved or Caltrans accepted Indirect Cost

Prime Consultant or Subconsultant Certifying:

Name: Anthony Podegracz Title*: Vice President

Signature:  Date of Certification (mm/dd/yyyy): 9/17/2024

Email: anthony.podegracz@kimley-horn.com Phone Number: 714-939-1030

Address: 1100 W Town & Country Road, Suite 700, Orange, CA 92868

*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

Engineering Services

Provide Professional Engineering Design Services for Highway Safety Improvement Program (HSIP) Cycle 11 Projects



COST PROPOSAL 1

**COST PROPOSAL 1
COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS
(DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)**

Note: Mark-ups are Not Allowed Prime Consultant Subconsultant 2nd Tier Subconsultant

Consultant The Holt Group, Inc.

Project No. _____ Contract No. _____ Date 9/17/2024

DIRECT LABOR

Classification/Title	Name	Hours	Actual Hourly Rate	Total
Principal Engineer	Robert Holt, PE	16	\$79.25	\$ 1,268.00
Project Engineer/Survey Manager	Victor Garcia	40	\$62.50	\$ 2,500.00
Planner/ Project Manager	Lindsay Holt, AICP	32	\$44.23	\$ 1,415.36
Surveyor	Jake Standage	88	\$61.51	\$ 5,412.88
Surveyor	Drew Downey	88	\$55.28	\$ 4,864.64
Asst. Project Engineer	Justin Grindley	48	\$36.40	\$ 1,747.20
CAD Tech I	Erika Garcia	48	\$27.60	\$ 1,324.80
Administrative Assistant	Elisa	8	\$22.00	\$ 176.00
Surveyor	Tung-ju Hsieh	40	\$79.25	\$ 3,170.00

LABOR COSTS

a) Subtotal Direct Labor Costs \$ 21,878.88
 b) Anticipated Salary Increases (see Anticipated Salary Increases page for calculations) _____
c) Total Direct Labor Costs [(a) + (b)] \$ 21,878.88

INDIRECT COSTS

d) Fringe Benefits (Rate: 30.00%) c) Total Fringe Benefits [(c) x (d)] \$ 6,563.66
 f) Overhead (Rate: 100.00%) g) Overhead [(c) x (f)] \$ 21,878.88
 h) General and Administrative (Rate: _____) i) Gen & Admin [(c) x (h)] _____
j) Total Indirect Costs [(e) + (g) + (i)] \$ 28,442.54

FIXED FEE

k) **TOTAL FIXED FEE [(c) + (j)]* fixed fee 10%] \$ 5,032.14**

l) CONSULTANT'S OTHER DIRECT COSTS (ODC) - ITEMIZE (Add additional pages if necessary)

Description of Item	Quantity	Unit	Unit Cost	Total
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l) TOTAL OTHER DIRECT COSTS

m) SUBCONSULTANTS' COSTS (Add additional pages if necessary)

Subconsultant 1: _____
(m) TOTAL SUBCONSULTANTS' COSTS

(n) TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS [(l) + (m)]
TOTAL COST [(c) + (j) + (k) + (n)] \$ 55,353.57

Provide Professional Engineering Design Services for Highway Safety Improvement Program (HSIP) Cycle 11 Projects



COST PROPOSAL 1

COST PROPOSAL 1

**COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS
(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)**

1. Calculate average hourly rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)

Direct Labor Subtotal per Cost Proposal	Total Hours per Cost Proposal	Avg Hourly Rate	5 Year Contract Duration
\$ 21,878.88	/ 408	= \$53.62	Year 1 Avg Hourly Rate

2. Calculate hourly rate for all periods (Increase the Average hourly rate for a period by proposed escalation %)

Avg Hourly Rate	Proposed Escalation	Year	Year
Year 1 \$53.62	+ 7%	= \$57.38	Year 2 Avg Hourly
Year 2 \$57.38	+ 7%	= \$61.39	Year 3 Avg Hourly
Year 3 \$61.39	+ 7%	= \$65.69	Year 4 Avg Hourly Rate
Year 4 \$65.69	+ 7%	= \$70.29	Year 5 Avg Hourly Rate

3. Calculate estimated hours per year (Multiply estimate % each period by total hours)

Estimated % Completed Each Period	Total Hours per Cost Proposal	Total Hours per Period	Year
Year 1 100.00%	* 408	= 408	Estimated Hours Year 1
Year 2 0.00%	* 408	= 0	Estimated Hours Year 2
Year 3 0.00%	* 408	= 0	Estimated Hours Year 3
Year 4 0.00%	* 408	= 0	Estimated Hours Year 4
Year 5 0.00%	* 408	= 0	Estimated Hours Year 5
Total 100%	Total	= 408	

4. Calculate Total Costs including Escalation (Multiply average hourly rate by the number of hours)

Avg Hourly Rate (calculated above)	Estimated Hours (calculated above)	Cost Per Period	Year
Year 1 \$53.62	* 408	= \$21,878.88	Estimated Hours Year 1
Year 2 \$57.38	* 0	= \$0.00	Estimated Hours Year 2
Year 3 \$61.39	* 0	= \$0.00	Estimated Hours Year 3
Year 4 \$65.69	* 0	= \$0.00	Estimated Hours Year 4
Year 5 \$70.29	* 0	= \$0.00	Estimated Hours Year 5
Total Direct Labor Cost with Escalation		= \$21,878.88	
Direct Labor Subtotal before escalation		= \$21,878.88	
Estimated total of Direct Labor Salary Increase		= \$0.00	Transfer to Page 1

Provide Professional Engineering Design Services for Highway Safety Improvement Program (HSIP) Cycle 11 Projects



COST PROPOSAL 1

COST PROPOSAL 1

Certification of Direct Costs:

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, and allocable to the contract in accordance with the contract terms and the following requirements:

1. Generally Accepted Accounting Principles (GAAP)
2. Terms and conditions of the contract
3. [Title 23 United States Code Section 112](#) - Letting of Contracts
4. [48 Code of Federal Regulations Part 31](#) - Contract Cost Principles and Procedures
5. [23 Code of Federal Regulations Part 172](#) - Procurement, Management, and Administration of
6. [48 Code of Federal Regulations Part 9904](#) - Cost Accounting Standards Board (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

Local governments are responsible for applying only cognizant agency approved or Caltrans accepted Indirect Cost Rate(s).

Prime Consultant or Subconsultant Certifying:

Name: Lindsay Holt Title*: Vice President

Signature: *Lindsay Holt* Date of Certification (mm/dd/yyyy): 9/17/2024

Email: lholt@theholtgroup.net Phone Number: (760) 427-8533

Address: 201 E Hobsonway, Blythe, CA 92225

*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

Professional Surveying

Provide Professional Engineering Design Services for Highway Safety Improvement Program (HSIP) Cycle 11 Projects



HSIPL-5430-040 (C08755) – 2 Signalized Pedestrian Crossings

CITY OF CATHEDRAL CITY
HSIPL-5430-040 (C08755) - 2 Signalized Pedestrian Crossings

		Kimley-Horn and Associates, Inc.											TOTAL HOURS	TOTAL COST		
		Kameron Oureshi	Frank Hoffman	Jean Fares	Sr. Professional III	Sr. Professional II	Sr. Professional I	Professional II	Professional I	Analyst II	Analyst I	Project Support			Technical Support	
196.54%	Overhead%	Name	Project Manager	Principal-in-Charge	QC/QA Manager											
195.57%	Overhead% w/o FCCM	Category/Title	Direct Rate	Direct Rate	Direct Rate	Direct Rate	Direct Rate	Direct Rate	Direct Rate	Direct Rate	Direct Rate	Direct Rate	Direct Rate			
10%	Fee%	Billing Rate	\$61.54	\$102.80	\$125.64	\$130.46	\$105.66	\$94.09	\$78.88	\$66.80	\$55.08	\$47.65	\$42.24	\$29.33		
		Billing Rate	\$200.68	\$335.23	\$409.71	\$425.43	\$344.55	\$306.82	\$257.23	\$217.83	\$179.61	\$155.39	\$137.74	\$95.64		
Task 1	Project Management		8	4							15		6		33	\$ 6,467.03
1.1	Project Management		8	4							15		6		33	\$ 6,467.03
Task 2	Field Work/Preliminary Plans/Inventory/Standards		20	5			5		25			35			90	\$ 19,281.63
2.1	Preliminary Plans/Inventory		15	5			5		15			25			65	\$ 14,152.12
2.2	Field Visit		5						10			10			25	\$ 5,129.51
Task 3	Environmental Documentation				5						10		10		25	\$ 5,780.72
3.1	Environmental Documentation				5						10		10		25	\$ 5,780.72
Task 4	PS&E		32	6	1		20		35	5		45			144	\$ 32,818.30
4.1	90% PS&E		20	3	1		10		20	5		25			78	\$ 17,493.96
4.2	100% PS&E		10	3			10		15			10			48	\$ 11,870.26
4.3	Caltrans LAPM Forms and CON Allocation		2		1				5			10			18	\$ 3,454.08
Task 5	Bidding Assistance		20	5	5				10		10				50	\$ 12,106.68
5.1	Bidding Assistance		20	5	5				10		10				50	\$ 12,106.68
Task 6	Construction Support		20	5	5				10		10				50	\$ 12,106.68
6.1	Construction Support		20	5	5				10		10				50	\$ 12,106.68
Task 7	Utility Coordination		5						20						25	\$ 6,147.91
7.1	Utility Coordination		5						20						25	\$ 6,147.91
		TOTAL HOURS	106	25	16		25		100	15		35	90	6	417	
		Subtotal Labor:	\$21,071.41	\$8,380.69	\$6,555.33		\$8,613.85		\$25,722.53	\$3,267.49		\$6,286.50	\$13,984.67	\$826.46		\$ 94,708.94
		Other Direct Costs														\$ 10,002.94
		<i>Subconsultant: The Holt Group</i>														\$ 10,002.94
		TOTAL COST:														\$ 104,711.88

Provide Professional Engineering Design Services for Highway Safety Improvement Program (HSIP) Cycle 11 Projects



City of Cathedral City HSIPL-5430-040 (C08755) - 2 Signalized Pedestrian Crossings

		The Holt Group									Total Hours	Total Costs
Name		Robert Holt, PE	Victor Garcia	Lindsay Holt, AICP	Jake Standage	Drew Downey	Justin Grindley	Erika Garcia	Elisa	Tung-ju Hsieh		
Category/Title		Principal Engineer	Project Engineer/Survey Manager	Planner/ Project Manager	Surveyor	Surveyor	Asst. Project Engineer	CAD Tech I	Administrative Assistant	Surveyor		
130.00%	Overhead %											
10%	Fee%											
Direct Rate		\$79.25	\$62.50	\$44.23	\$61.51	\$55.28	\$36.40	\$27.60	\$22.00	\$79.25		
Billing Rate		\$200.50	\$158.13	\$111.90	\$155.62	\$139.86	\$92.09	\$69.83	\$55.66	\$200.50		
Task 1	Project Management											
Task 2	Field Work/Preliminary Plans/Inventory/Standards	4	6	3	16	16	16		2	8	71	\$ 10,002.94
Task 3	Environmental Documentation											
Task 4	PS&E											
Task 5	Bidding Assistance											
Task 6	Construction Support											
TOTAL HOURS		4	6	3	16	16	16		2	8	71	
Subtotal Labor:		\$802.01	\$948.75	\$335.71	\$2,489.92	\$2,237.73	\$1,473.47		\$111.32	\$1,604.02		\$ 10,002.94
TOTAL COST:												\$ 10,002.94

Provide Professional Engineering Design Services for Highway Safety Improvement Program (HSIP) Cycle 11 Projects



COST PROPOSAL 1

COST PROPOSAL 1
COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS
 (DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)

Note: Mark-ups are Not Allowed Prime Consultant Subconsultant 2nd Tier Subconsultant

Consultant Kimley-Horn and Associates, Inc.

Project No. _____ Contract No. _____ Date 9/17/2024

DIRECT LABOR

Classification/Title	Name	Hours	Actual Hourly Rate	Total
Project Manager	Kameron Qureshi	105	\$61.54	\$ 6,461.70
Principal-in-Charge	Frank Hoffman	25	\$102.80	\$ 2,570.00
QC/QA Manager	Jean Fares	16	\$125.64	\$ 2,010.24
Sr. Professional III			\$130.46	
Sr. Professional II		25	\$105.66	\$ 2,641.50
Sr. Professional I			\$94.09	
Professional II		100	\$78.88	\$ 7,888.00
Professional I		15	\$66.80	\$ 1,002.00
Analyst II		35	\$55.08	\$ 1,927.80
Analyst I		90	\$47.65	\$ 4,288.50
Project Support		6	\$42.24	\$ 253.44
Technical Support			\$29.33	

LABOR COSTS

a) Subtotal Direct Labor Costs \$ 29,043.18
 b) Anticipated Salary Increases (see Anticipated Salary Increases page for calculation)
 c) **TOTAL DIRECT LABOR COSTS [(a) + (b)]** **\$ 29,043.18**

INDIRECT COSTS

d) Fringe Benefits (Rate: 0.00%) e) Total Fringe Benefits [(c) x (d)] _____
 f) FCCM (Rate: 0.97%) g) FCCM [(c) x (f)] \$ 281.72
 h) Overhead (Rate: 195.57%) i) Overhead [(c) x (h)] \$ 56,799.75
 j) **TOTAL INDIRECT COSTS [(e) + (g) + (i)]** **\$ 57,081.47**

FIXED FEE k) **TOTAL FIXED FEE [(c) + (e) + (i)* fixed fee 10%]** **\$ 8,584.29**

l) CONSULTANT'S OTHER DIRECT COSTS (ODC) - ITEMIZE

Description of Item	Quantity	Unit	Unit Cost	Total
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l) TOTAL OTHER DIRECT COSTS _____

m) SUBCONSULTANTS' COSTS

Subconsultant 1: The Holt Group \$ 10,002.94

(m) TOTAL SUBCONSULTANTS' COSTS **\$ 10,002.94**

(n) TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS [(l) + (m)] **\$ 10,002.94**

TOTAL COST [(c) + (j) + (k) + (n)] **\$ 104,711.88**

Provide Professional Engineering Design Services for Highway Safety Improvement Program (HSIP) Cycle 11 Projects



COST PROPOSAL 1

COST PROPOSAL 1

COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS

(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

1. Calculate average hourly rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)

Direct Labor Subtotal per Cost Proposal	Total Hours per Cost Proposal		Avg Hourly Rate	5 Year Contract Duration
\$ 29,043.18	/ 417	=	\$69.65	Year 1 Avg Hourly Rate

2. Calculate hourly rate for all periods (Increase the Average hourly rate for a period by proposed escalation %)

	Avg Hourly Rate	Proposed Escalation			
Year 1	\$69.65	+ 5%	=	\$73.13	Year 2 Avg Hourly Rate
Year 2	\$73.13	+ 5%	=	\$76.79	Year 3 Avg Hourly Rate
Year 3	\$76.79	+ 5%	=	\$80.63	Year 4 Avg Hourly Rate
Year 4	\$80.63	+ 5%	=	\$84.66	Year 5 Avg Hourly Rate

3. Calculate estimated hours per year (Multiply estimate % each period by total h

	Estimated % Completed Each Period	Total Hours per Cost Proposal		Total Hours per Period	
Year 1	100.00%	* 417	=	417	Estimated Hours Year 1
Year 2	0.00%	* 417	=	0	Estimated Hours Year 2
Year 3	0.00%	* 417	=	0	Estimated Hours Year 3
Year 4	0.00%	* 417	=	0	Estimated Hours Year 4
Year 5	0.00%	* 417	=	0	Estimated Hours Year 5
Total	100%	Total	=	417	

4. Calculate Total Costs including Escalation (Multiply average hourly rate by the number of hours)

	Avg Hourly Rate (calculated above)	Estimated Hours (calculated above)		Cost Per Period	
Year 1	\$69.65	* 417	=	\$29,043.18	Estimated Hours Year 1
Year 2	\$73.13	* 0	=	\$0.00	Estimated Hours Year 2
Year 3	\$76.79	* 0	=	\$0.00	Estimated Hours Year 3
Year 4	\$80.63	* 0	=	\$0.00	Estimated Hours Year 4
Year 5	\$84.66	* 0	=	\$0.00	Estimated Hours Year 5
Total Direct Labor Cost with Escalation			=	\$29,043.18	
Direct Labor Subtotal before escalation			=	\$29,043.18	
Estimated total of Direct Labor Salary			=	\$0.00	Transfer to Page 1

Period 1 = Contract inception through 6/30/25 Period 2 = 7/1/25 through 6/30/26
 Period 3 = 7/1/26 through 6/30/27 Period 4 = 7/1/27 through 6/30/28 Period 5 = 7/1/28 through 6/30/29

Provide Professional Engineering Design Services for Highway Safety Improvement Program (HSIP) Cycle 11 Projects



COST PROPOSAL 1

COST PROPOSAL 1

Certification of Direct Costs:

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in

1. Generally Accepted Accounting Principles (GAAP)
2. Terms and conditions of the contract
3. [Title 23 United States Code Section 112](#) - Letting of Contracts
4. [48 Code of Federal Regulations Part 31](#) - Contract Cost Principles and Procedures
5. [23 Code of Federal Regulations Part 172](#) - Procurement, Management, and Administration of
6. [48 Code of Federal Regulations Part 9904 - Cost Accounting Standards Board](#) (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

Local governments are responsible for applying only cognizant agency approved or Caltrans accepted Indirect Cost

Prime Consultant or Subconsultant Certifying:

Name: Anthony Podegracz Title*: Vice President

Signature: *Anthony Podegracz* Date of Certification (mm/dd/yyyy): 9/17/2024

Email: anthony.podegracz@kimley-horn.com Phone Number: 714-939-1030

Address: 1100 W Town & Country Road, Suite 700, Orange, CA 92868

*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

Engineering services

Provide Professional Engineering Design Services for Highway Safety Improvement Program (HSIP) Cycle 11 Projects



COST PROPOSAL 1

COST PROPOSAL 1
COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS
 (DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)

Note: Mark-ups are Not Allowed Prime Consultant Subconsultant 2nd Tier Subconsultant

Consultant The Holt Group

Project No. _____ Contract No. _____ Date 9/17/2024

DIRECT LABOR

Classification/Title	Name	Hours	Actual Hourly Rate	Total
Principal Engineer	Robert Holt, PE	4	\$79.25	\$ 317.00
Project Engineer/Survey Manager	Victor Garcia	6	\$62.50	\$ 375.00
Planner/ Project Manager	Lindsay Holt, AICP	3	\$44.23	\$ 132.69
Surveyor	Jake Standage	16	\$61.51	\$ 984.16
Surveyor	Drew Downey	16	\$55.28	\$ 884.48
Asst. Project Engineer	Justin Grindley	16	\$36.40	\$ 582.40
CAD Tech I	Erika Garcia	0	\$27.60	
Administrative Assistant	Elisa Flores	2	\$22.00	\$ 44.00
Surveyor	Tung-ju Hsich	8	\$79.25	\$ 634.00

LABOR COSTS

a) Subtotal Direct Labor Costs \$ 3,953.73
 b) Anticipated Salary Increases (see Anticipated Salary Increases page for calculations) _____
c) Total Direct Labor Costs [(a) + (b)] \$ 3,953.73

INDIRECT COSTS

d) Fringe Benefits (Rate: 30.00%) c) Total Fringe Benefits [(c) x (d)] \$ 1,186.12
 f) Overhead (Rate: 100.00%) g) Overhead [(c) x (f)] \$ 3,953.73
 h) General and Administrative (Rate: _____) i) Gen & Admin [(c) x (h)] _____
j) Total Indirect Costs [(e) + (g) + (i)] \$ 5,139.85

FIXED FEE

k) TOTAL FIXED FEE [(c) + (j)]* fixed fee 10% } \$ 909.36

l) CONSULTANT'S OTHER DIRECT COSTS (ODC) - ITEMIZE (Add additional pages if necessary)

Description of Item	Quantity	Unit	Unit Cost	Total
---------------------	----------	------	-----------	-------

l) TOTAL OTHER DIRECT COSTS _____

m) SUBCONSULTANTS' COSTS (Add additional pages if necessary)

Subconsultant 1: _____
(m) TOTAL SUBCONSULTANTS' COSTS _____

(n) TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS [(l) + (m)] _____
TOTAL COST [(c) + (j) + (k) + (n)] \$ 10,002.94

Provide Professional Engineering Design Services for Highway Safety Improvement Program (HSIP) Cycle 11 Projects



COST PROPOSAL 1

COST PROPOSAL 1

**COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS
(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)**

1. Calculate average hourly rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)

Direct Labor Subtotal per Cost Proposal	Total Hours per Cost Proposal	Avg Hourly Rate	5 Year Contract Duration
\$ 3,953.73	/ 71	= \$55.69	Year 1 Avg Hourly Rate

2. Calculate hourly rate for all periods (Increase the Average hourly rate for a period by proposed escalation %)

Year	Avg Hourly Rate	+	Proposed Escalation	=	Avg Hourly Rate	Year
Year 1	\$55.69	+	7%	=	\$59.58	Year 2 Avg Hourly
Year 2	\$59.58	+	7%	=	\$63.76	Year 3 Avg Hourly
Year 3	\$63.76	+	7%	=	\$68.22	Year 4 Avg Hourly Rate
Year 4	\$68.22	+	7%	=	\$72.99	Year 5 Avg Hourly Rate

3. Calculate estimated hours per year (Multiply estimate % each period by total hours)

Year	Estimated % Completed Each Period	*	Total Hours per Cost Proposal	=	Total Hours per Period	Estimated Hours
Year 1	100.00%	*	71	=	71	Year 1
Year 2	0.00%	*	71	=	0	Year 2
Year 3	0.00%	*	71	=	0	Year 3
Year 4	0.00%	*	71	=	0	Year 4
Year 5	0.00%	*	71	=	0	Year 5
Total	100%		Total	=	71	

4. Calculate Total Costs including Escalation (Multiply average hourly rate by the number of hours)

Year	Avg Hourly Rate (calculated above)	*	Estimated Hours (calculated above)	=	Cost Per Period	Estimated Hours
Year 1	\$55.69	*	71	=	\$3,953.73	Year 1
Year 2	\$59.58	*	0	=	\$0.00	Year 2
Year 3	\$63.76	*	0	=	\$0.00	Year 3
Year 4	\$68.22	*	0	=	\$0.00	Year 4
Year 5	\$72.99	*	0	=	\$0.00	Year 5
Total Direct Labor Cost with Escalation				=	\$3,953.73	
Direct Labor Subtotal before escalation				=	\$3,953.73	
Estimated total of Direct Labor Salary Increase				=	\$0.00	Transfer to Page 1

Provide Professional Engineering Design Services for Highway Safety Improvement Program (HSIP) Cycle 11 Projects



COST PROPOSAL 1

COST PROPOSAL 1

Certification of Direct Costs:

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, and allocable to the contract in accordance with the contract terms and the following requirements:

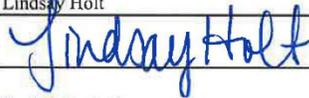
1. Generally Accepted Accounting Principles (GAAP)
2. Terms and conditions of the contract
3. [Title 23 United States Code Section 112](#) - Letting of Contracts
4. [48 Code of Federal Regulations Part 31](#) - Contract Cost Principles and Procedures
5. [23 Code of Federal Regulations Part 172](#) - Procurement, Management, and Administration of
6. [48 Code of Federal Regulations Part 9904](#) - Cost Accounting Standards Board (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

Local governments are responsible for applying only cognizant agency approved or Caltrans accepted Indirect Cost Rate(s).

Prime Consultant or Subconsultant Certifying:

Name: Lindsay Holt Title*: Vice President

Signature:  Date of Certification (mm/dd/yyyy): 9/17/2024

Email: lholt@theholtgroup.net Phone Number: (760) 427-8533

Address: 201 E Hobsonway, Blythe, CA 92225

*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

Professional Surveying

Provide Professional Engineering Design Services for Highway Safety Improvement Program (HSIP) Cycle 11 Projects



HSIPL-5430-042 (C08757) – 1 Pedestrian Crossing

CITY OF CATHEDRAL CITY
HSIPL-5430-042 (C08757) - 1 Pedestrian Crossing

		Kimley-Horn and Associates, Inc.											TOTAL HOURS	TOTAL COST	
		Kameron Qureshi	Frank Hoffman	Jean Fares	Sr. Professional III	Sr. Professional II	Sr. Professional I	Professional II	Professional I	Analyst II	Analyst I	Project Support			Technical Support
196.54%	Overhead%														
195.57%	Overhead% w/o FCCM														
10%	Fee%														
	Name														
	Category/Title														
	Direct Rate	\$61.54	\$102.80	\$125.64	\$130.46	\$105.66	\$94.09	\$78.88	\$66.80	\$55.08	\$47.65	\$42.24	\$29.33		
	Billing Rate	\$200.68	\$335.23	\$409.71	\$425.43	\$344.55	\$306.82	\$257.23	\$217.83	\$179.61	\$155.39	\$137.74	\$95.64		
Task 1	Project Management	4	2							8		3		17	\$ 3,323.32
1.1	Project Management	4	2							8		3		17	\$ 3,323.32
Task 2	Field Work/Preliminary Plans/Inventory/Standards	8				4		15						27	\$ 6,842.04
2.1	Preliminary Plans/Inventory	5				4		10						19	\$ 4,953.87
2.2	Field Visit	3						5						8	\$ 1,888.17
Task 3	Environmental Documentation			5					10		10			25	\$ 5,780.72
3.1	Environmental Documentation			5					10		10			25	\$ 5,780.72
Task 4	PS&E	7	2			4		10	5		30			68	\$ 11,776.41
4.1	90% PS&E	3	1			2		5			10			21	\$ 4,466.35
4.2	100% PS&E	2	1			2		5			10			20	\$ 4,265.67
4.3	Caltrans LAPM Forms and CON Allocation	2							5		10			17	\$ 3,044.38
Task 5	Bidding Assistance	10	2	2				5						19	\$ 4,782.80
5.1	Bidding Assistance	10	2	2				5						19	\$ 4,782.80
Task 6	Construction Support	10	2	2				5						19	\$ 4,782.80
6.1	Construction Support	10	2	2				5						19	\$ 4,782.80
	TOTAL HOURS	39	8	9		8		35	15	8	40	3		165	
	Subtotal Labor:	\$7,826.52	\$2,681.82	\$3,687.37		\$2,756.43		\$9,002.89	\$3,267.49	\$1,436.91	\$6,216.41	\$413.23			\$ 37,288.08
	Other Direct Costs														\$ 9,634.57
	<i>Subconsultant: The Holt Group</i>														\$ 9,634.57
	TOTAL COST:														\$ 46,922.65

Provide Professional Engineering Design Services for Highway Safety Improvement Program (HSIP) Cycle 11 Projects



City of Cathedral City HSIPL-5430-042 (C08757) - 1 Pedestrian Crossing

		The Holt Group											
		Robert Holt, PE	Victor Garcia	Lindsay Holt, AICP	Jake Standage	Drew Downey	Justin Grindley	Erka Garcia	Elsa	Tung-ju Hsieh			
		Principal Engineer	Project Engineer/Survey Manager	Planner/ Project Manager	Surveyor	Surveyor	Asst. Project Engineer	CAD Tech I	Administrative Assistant	Surveyor			
		Direct Rate	\$79.25	\$62.50	\$44.23	\$61.51	\$55.28	\$36.40	\$27.60	\$22.00	\$79.25		
		Billing Rate	\$200.50	\$158.13	\$111.90	\$155.62	\$139.86	\$92.09	\$69.83	\$55.66	\$200.50		
130.00%	Overhead %												
10%	Fee%												
Task 1	Project Management												
Task 2	Field Work/Preliminary Plans/Inventory/Standards	4	6	3	16	16	12		2	8	67	\$	9,634.57
Task 3	Environmental Documentation												
Task 4	PS&E												
Task 5	Bidding Assistance												
Task 6	Construction Support												
	TOTAL HOURS	4	6	3	16	16	12		2	8	67		
	Subtotal Labor:	\$802.01	\$948.75	\$335.71	\$2,489.92	\$2,237.73	\$1,105.10		\$111.32	\$1,604.02		\$	9,634.57
	TOTAL COST:											\$	9,634.57

Provide Professional Engineering Design Services for Highway Safety Improvement Program (HSIP) Cycle 11 Projects



COST PROPOSAL 1

COST PROPOSAL 1
COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS
 (DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)

Note: Mark-ups are Not Allowed Prime Consultant Subconsultant 2nd Tier Subconsultant

Consultant Kimley-Horn and Associates, Inc.

Project No. _____ Contract No. _____ Date 9/17/2024

DIRECT LABOR

Classification/Title	Name	Hours	Actual Hourly Rate	Total
Project Manager	Kameron Qureshi	39	\$61.54	\$ 2,400.06
Principal-in-Charge	Frank Hoffman	8	\$102.80	\$ 822.40
QC/QA Manager	Jean Fares	9	\$125.64	\$ 1,130.76
Sr. Professional III			\$130.46	
Sr. Professional II		8	\$105.66	\$ 845.28
Sr. Professional I			\$94.09	
Professional II		35	\$78.88	\$ 2,760.80
Professional I		15	\$66.80	\$ 1,002.00
Analyst II		8	\$55.08	\$ 440.64
Analyst I		40	\$47.65	\$ 1,906.00
Project Support		3	\$42.24	\$ 126.72
Technical Support			\$29.33	

LABOR COSTS

a) Subtotal Direct Labor Costs \$ 11,434.66
 b) Anticipated Salary Increases (see Anticipated Salary Increases page for calculation) _____
 c) **TOTAL DIRECT LABOR COSTS [(a) + (b)]** \$ 11,434.66

INDIRECT COSTS

d) Fringe Benefits (Rate: 0.00%) e) Total Fringe Benefits [(c) x (d)] _____
 f) FCCM (Rate: 0.97%) g) FCCM [(c) x (f)] \$ 110.92
 h) Overhead (Rate: 195.57%) i) Overhead [(c) x (h)] \$ 22,362.76
 j) **TOTAL INDIRECT COSTS [(e) + (g) + (i)]** \$ 22,473.68

FIXED FEE k) **TOTAL FIXED FEE [(c) + (e) + (i)* fixed fee 10%]** \$ 3,379.74

l) CONSULTANT'S OTHER DIRECT COSTS (ODC) - ITEMIZE

Description of Item	Quantity	Unit	Unit Cost	Total
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l) TOTAL OTHER DIRECT COSTS _____

m) SUBCONSULTANTS' COSTS

Subconsultant 1: The Holt Group \$ 9,634.57
(m) TOTAL SUBCONSULTANTS' COSTS \$ 9,634.57

(n) TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS [(l) + (m)] \$ 9,634.57
TOTAL COST [(c) + (j) + (k) + (n)] \$ 46,922.65

Provide Professional Engineering Design Services for Highway Safety Improvement Program (HSIP) Cycle 11 Projects



COST PROPOSAL 1

COST PROPOSAL 1

COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS

(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

1. Calculate average hourly rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)

Direct Labor Subtotal per Cost Proposal	Total Hours per Cost Proposal	Avg Hourly Rate	5 Year Contract Duration
\$ 11,434.66 /	165	= \$69.30	Year 1 Avg Hourly Rate

2. Calculate hourly rate for all periods (Increase the Average hourly rate for a period by proposed escalation %)

	Avg Hourly Rate	Proposed Escalation			
Year 1	\$69.30	+ 5%	=	\$72.77	Year 2 Avg Hourly Rate
Year 2	\$72.77	+ 5%	=	\$76.40	Year 3 Avg Hourly Rate
Year 3	\$76.40	+ 5%	=	\$80.22	Year 4 Avg Hourly Rate
Year 4	\$80.22	+ 5%	=	\$84.24	Year 5 Avg Hourly Rate

3. Calculate estimated hours per year (Multiply estimate % each period by total h

	Estimated % Completed Each Period	Total Hours per Cost Proposal	Total Hours per Period	
Year 1	100.00%	* 165	= 165	Estimated Hours Year 1
Year 2	0.00%	* 165	= 0	Estimated Hours Year 2
Year 3	0.00%	* 165	= 0	Estimated Hours Year 3
Year 4	0.00%	* 165	= 0	Estimated Hours Year 4
Year 5	0.00%	* 165	= 0	Estimated Hours Year 5
Total	100%	Total	= 165	

4. Calculate Total Costs including Escalation (Multiply average hourly rate by the number of hours)

	Avg Hourly Rate (calculated above)	Estimated Hours (calculated above)	Cost Per Period	
Year 1	\$69.30	* 165	= \$11,434.66	Estimated Hours Year 1
Year 2	\$72.77	* 0	= \$0.00	Estimated Hours Year 2
Year 3	\$76.40	* 0	= \$0.00	Estimated Hours Year 3
Year 4	\$80.22	* 0	= \$0.00	Estimated Hours Year 4
Year 5	\$84.24	* 0	= \$0.00	Estimated Hours Year 5
Total Direct Labor Cost with Escalation			= \$11,434.66	
Direct Labor Subtotal before escalation			= \$11,434.66	
Estimated total of Direct Labor Salary			= \$0.00	Transfer to Page 1

Period 1 = Contract inception through 6/30/25 Period 2 = 7/1/25 through 6/30/26
 Period 3 = 7/1/26 through 6/30/27 Period 4 = 7/1/27 through 6/30/28 Period 5 = 7/1/28 through 6/30/29

Provide Professional Engineering Design Services for Highway Safety Improvement Program (HSIP) Cycle 11 Projects



COST PROPOSAL 1

COST PROPOSAL 1

Certification of Direct Costs:

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in

1. Generally Accepted Accounting Principles (GAAP)
2. Terms and conditions of the contract
3. [Title 23 United States Code Section 112](#) - Letting of Contracts
4. [48 Code of Federal Regulations Part 31](#) - Contract Cost Principles and Procedures
5. [23 Code of Federal Regulations Part 172](#) - Procurement, Management, and Administration of
6. [48 Code of Federal Regulations Part 9904 - Cost Accounting Standards Board](#) (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

Local governments are responsible for applying only cognizant agency approved or Caltrans accepted Indirect Cost

Prime Consultant or Subconsultant Certifying:

Name: Anthony Podegracz Title*: Vice President
 Signature:  Date of Certification (mm/dd/yyyy): 9/17/2024
 Email: anthony.podegracz@kimley-horn.com Phone Number: 714-939-1030
 Address: 1100 W Town & Country Road, Suite 700, Orange, CA 92868

*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

Engineering Services

Provide Professional Engineering Design Services for Highway Safety Improvement Program (HSIP) Cycle 11 Projects



COST PROPOSAL 1

**COST PROPOSAL 1
COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS
(DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)**

Note: Mark-ups are Not Allowed

Prime Consultant Subconsultant 2nd Tier Subconsultant

Consultant The Holt Group, Inc.

Project No. _____ Contract No. _____ Date 9/17/2024

DIRECT LABOR

Classification/Title	Name	Hours	Actual Hourly Rate	Total
Principal Engineer	Robert Holt, PE	4	\$79.25	\$ 317.00
Project Engineer/Survey Manager	Victor Garcia	6	\$62.50	\$ 375.00
Planner/ Project Manager	Lindsay Holt, AICP	3	\$44.23	\$ 132.69
Surveyor	Jake Standage	16	\$61.51	\$ 984.16
Surveyor	Drew Downey	16	\$55.28	\$ 884.48
Asst. Project Engineer	Justin Grindley	12	\$36.40	\$ 436.80
CAD Tech I	Erika Garcia	0	\$27.60	\$
Administrative Assistant	Elisa Flores	2	\$22.00	\$ 44.00
Surveyor	Tung-ju Hsieh	8	\$79.25	\$ 634.00

LABOR COSTS

a) Subtotal Direct Labor Costs \$ 3,808.13

b) Anticipated Salary Increases (see Anticipated Salary Increases page for calculations) _____

c) **Total Direct Labor Costs [(a) + (b)] \$ 3,808.13**

INDIRECT COSTS

d) Fringe Benefits (Rate: 30.00%) e) Total Fringe Benefits [(c) x (d)] \$ 1,142.44

f) Overhead (Rate: 100.00%) g) Overhead [(c) x (f)] \$ 3,808.13

h) General and Administrative (Rate: _____) i) Gen & Admin [(c) x (h)] _____

j) **Total Indirect Costs [(c) + (g) + (i)] \$ 4,950.57**

FIXED FEE

k) **TOTAL FIXED FEE [(c) + (j)]* fixed fee 10%] \$ 875.87**

l) CONSULTANT'S OTHER DIRECT COSTS (ODC) - ITEMIZE (Add additional pages if necessary)

Description of Item	Quantity	Unit	Unit Cost	Total
l) TOTAL OTHER DIRECT COSTS _____				

m) SUBCONSULTANTS' COSTS (Add additional pages if necessary)

Subconsultant 1: _____

(m) **TOTAL SUBCONSULTANTS' COSTS** _____

(n) **TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS [(l) + (m)]** _____

TOTAL COST [(c) + (j) + (k) + (n)] \$ 9,634.57

Provide Professional Engineering Design Services for Highway Safety Improvement Program (HSIP) Cycle 11 Projects



COST PROPOSAL 1

COST PROPOSAL 1

**COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS
(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)**

1. Calculate average hourly rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)

<u>Direct Labor</u> <u>Subtotal</u> per Cost Proposal	Total Hours per Cost Proposal	Avg Hourly Rate	5 Year Contract Duration
\$ 3,808.13	/ 67	= \$56.84	Year 1 Avg Hourly Rate

2. Calculate hourly rate for all periods (Increase the Average hourly rate for a period by proposed escalation %)

Avg Hourly Rate	+	<u>Proposed</u> <u>Escalation</u>	=	Avg Hourly Rate	Contract Duration
Year 1 \$56.84	+	7%	=	\$60.82	Year 2 Avg Hourly
Year 2 \$60.82	+	7%	=	\$65.07	Year 3 Avg Hourly
Year 3 \$65.07	+	7%	=	\$69.63	Year 4 Avg Hourly Rate
Year 4 \$69.63	+	7%	=	\$74.50	Year 5 Avg Hourly Rate

3. Calculate estimated hours per year (Multiply estimate % each period by total hours)

Year	<u>Estimated %</u> <u>Completed Each</u> <u>Period</u>	*	Total Hours per Cost Proposal	=	Total Hours per Period	Contract Duration
Year 1	100.00%	*	67	=	67	Estimated Hours Year 1
Year 2	0.00%	*	67	=	0	Estimated Hours Year 2
Year 3	0.00%	*	67	=	0	Estimated Hours Year 3
Year 4	0.00%	*	67	=	0	Estimated Hours Year 4
Year 5	0.00%	*	67	=	0	Estimated Hours Year 5
Total	100%		Total	=	67	

4. Calculate Total Costs including Escalation (Multiply average hourly rate by the number of hours)

Year	<u>Avg Hourly Rate</u> <u>(calculated above)</u>	*	<u>Estimated</u> <u>Hours</u> <u>(calculated</u> <u>above)</u>	=	<u>Cost</u> <u>Per Period</u>	Contract Duration
Year 1	\$56.84	*	67	=	\$3,808.13	Estimated Hours Year 1
Year 2	\$60.82	*	0	=	\$0.00	Estimated Hours Year 2
Year 3	\$65.07	*	0	=	\$0.00	Estimated Hours Year 3
Year 4	\$69.63	*	0	=	\$0.00	Estimated Hours Year 4
Year 5	\$74.50	*	0	=	\$0.00	Estimated Hours Year 5
Total Direct Labor Cost with Escalation				=	\$3,808.13	
Direct Labor Subtotal before escalation				=	\$3,808.13	
Estimated total of Direct Labor Salary Increase				=	\$0.00	Transfer to Page 1

Provide Professional Engineering Design Services for Highway Safety Improvement Program (HSIP) Cycle 11 Projects



COST PROPOSAL 1

COST PROPOSAL 1

Certification of Direct Costs:

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, and allocable to the contract in accordance with the contract terms and the following requirements:

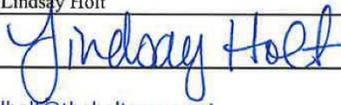
1. Generally Accepted Accounting Principles (GAAP)
2. Terms and conditions of the contract
3. [Title 23 United States Code Section 112](#) - Letting of Contracts
4. [48 Code of Federal Regulations Part 31](#) - Contract Cost Principles and Procedures
5. [23 Code of Federal Regulations Part 172](#) - Procurement, Management, and Administration of
6. [48 Code of Federal Regulations Part 9904](#) - Cost Accounting Standards Board (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

Local governments are responsible for applying only cognizant agency approved or Caltrans accepted Indirect Cost Rate(s).

Prime Consultant or Subconsultant Certifying:

Name: Lindsay Holt Title*: Vice President

Signature:  Date of Certification (mm/dd/yyyy): 9/17/2024

Email: lholt@theholtgroup.net Phone Number: (760) 427-8533

Address: 201 E Hobsonway, Blythe, CA 92225

*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

Professional Surveying

Provide Professional Engineering Design Services for Highway Safety Improvement Program (HSIP) Cycle 11 Projects



Inspector General

California Department of Transportation

Certification of Indirect Costs and Financial Management System

(Note: If a Safe Harbor Indirect Cost Rate is approved, this form is not required)

Consultant's Full Legal Name: Kimley-Horn and Associates, Inc.

Important: Consultant means the individual or consultant providing engineering and design related services as a party of a contract with a recipient or sub-recipient of Federal assistance. Therefore, the Indirect Cost Rate(s) shall not be combined with its parent company or subsidiaries.

Indirect Cost Rate (ICR):

Combined Rate: _____ Or

Home Office Rate: 195.57 and Field Office Rate (if applicable): 174.12

Facilities Capital Cost of Money (if applicable): 0.97

Fiscal Period:* 01/01/2023 - 12/31/2023

* Fiscal period is annual one year applicable accounting period that the ICR was developed (not the contract period). The ICR is based on the consultant's one-year applicable accounting period for which financial statements are regularly prepared by the consultant.

I have reviewed the proposal to establish an ICR(s) for the fiscal period as specified above and have determined to the best of my knowledge and belief that:

- All costs included in the cost proposal to establish the ICR(s) are allowable in accordance with the cost principles of the Federal Acquisition Regulation (FAR) 48, Code of Federal Regulations (CFR), Chapter 1, Part 31 (48 CFR Part 31).
- The cost proposal does not include any costs which are expressly unallowable under the cost principles of 48 CFR Part 31.
- The accounting treatment and billing of prevailing wage delta costs are consistent with our prevailing wage policy as either direct labor, indirect costs, or other direct costs on all federally-funded A&E Consultant Contracts.
- **All known material transactions or events that have occurred subsequent to year-end affecting the consultant's ownership, organization, and indirect cost rates have been disclosed as of the date of this certification.**

I am providing the required and applicable documents as instructed on the Financial Document Review Request form.

Financial Management System:

Our labor charging, job costing, and accounting systems meet the standards for financial reporting, accounting records, and internal control adequate to demonstrate that costs claimed have been incurred, appropriately accounted for, are allocable to the contract, and comply with the federal requirements as set forth in [Title 23 United States Code \(U.S.C.\) Section 112\(b\)\(2\); 48 CFR Part 31.201-2\(d\); 23 CFR, Chapter 1, Part 172.11\(a\)\(2\)](#); and all applicable state and federal rules and regulations.

Our financial management system has the following attributes:

- Account numbers identifying allowable direct, indirect, and unallowable cost accounts;
- Ability to accumulate and segregate allowable direct, indirect, and unallowable costs into separate cost accounts;

Provide Professional Engineering Design Services for Highway Safety Improvement Program (HSIP) Cycle 11 Projects



- Ability to accumulate and segregate allowable direct costs by project, contract and type of cost;
- **Internal controls to maintain integrity of financial management system;**
- Ability to account and record costs consistently and to ensure costs billed are in compliance with FAR;
- Ability to ensure and demonstrate costs billed reconcile to general ledgers and job costing system; and
- Ability to ensure costs are in compliance with contract terms and federal and state requirements.

Cost Reimbursements on Contracts:

I also understand that failure to comply with 48 CFR Part 16.301-3 or knowingly charge unallowable costs to Federal-Aid Highway Program (FAHP) contracts may result in possible penalties and sanctions as provided by the following:

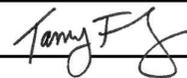
- Sanctions and Penalties - [23 CFR Part 172.11\(c\)\(4\)](#)
- False Claims Act - [Title 31 U.S.C. Sections 3729-3733](#)
- Statements or entries generally - [Title 18 U.S.C. Section 1001](#)
- Major Fraud Act - [Title 18 U.S.C. Section 1031](#)

All A&E Contract Information:

- Total participation amount 250,131,769.00 on all State and FAHP contracts for Architectural & Engineering services that the consultant received in the last three fiscal periods.
- The number of states in which the consultant does business is 50
- Years of consultant's experience with 48 CFR Part 31 is 25
- Identify the type of audits listed below that the consultant has had performed (if applicable):

Cognizant ICR Audit Local Govt ICR Audit Caltrans ICR Audit
 CPA ICR Audit Federal Govt ICR Audit

I, the undersigned, certify all of the above to the best of my knowledge and belief and that I have reviewed the ICR Schedule to determine that any costs which are expressly unallowable under the Federal cost principles have been removed and comply with [Title 23 U.S.C. Section 112\(b\)\(2\)](#), [48 CFR Part 31](#), [23 CFR Part 172](#), and all applicable state and federal rules and regulations. I also certify that I understand that all documentation of compliance must be retained by the consultant. I hereby acknowledge that costs that are noncompliant with the federal and state requirements are not eligible for reimbursement and must be returned to Caltrans.

Name:** Tammy Flanagan Title:** Chief Financial Officer
 Signature:  Date: 05/20/2024
 Phone:**: (919) 677-2016 Email:**: tammy.flanagan@kimley-horn.com

****An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President, a Chief Financial Officer, or equivalent, who has authority to represent the financial information used to establish the indirect cost rate.**

Note: Both prime and subconsultants as parties of a contract must complete their own forms. Caltrans will not process local agency's invoices until a complete form is accepted and approved by the Independent Office of Audits and Investigations.

Provide Professional Engineering Design Services for Highway Safety Improvement Program (HSIP) Cycle 11 Projects



Inspector General

California Department of Transportation

Certification of Indirect Costs and Financial Management System

(Note: If a Safe Harbor Indirect Cost Rate is approved, this form is not required)

Consultant's Full Legal Name: The Holt Group, Inc.

Important: Consultant means the individual or consultant providing engineering and design related services as a party of a contract with a recipient or sub-recipient of Federal assistance. Therefore, the Indirect Cost Rate(s) shall not be combined with its parent company or subsidiaries.

Indirect Cost Rate (ICR):

Combined Rate: 130.00 Or

Home Office Rate: _____ and Field Office Rate (if applicable): _____

Facilities Capital Cost of Money (if applicable): _____

Fiscal Period:* 01/01/24-12/01/24

* Fiscal period is annual one year applicable accounting period that the ICR was developed (not the contract period). The ICR is based on the consultant's one-year applicable accounting period for which financial statements are regularly prepared by the consultant.

I have reviewed the proposal to establish an ICR(s) for the fiscal period as specified above and have determined to the best of my knowledge and belief that:

- All costs included in the cost proposal to establish the ICR(s) are allowable in accordance with the cost principles of the Federal Acquisition Regulation (FAR) 48, Code of Federal Regulations (CFR), Chapter 1, Part 31 (48 CFR Part 31).
- The cost proposal does not include any costs which are expressly unallowable under the cost principles of 48 CFR Part 31.
- The accounting treatment and billing of prevailing wage delta costs are consistent with our prevailing wage policy as either direct labor, indirect costs, or other direct costs on all federally-funded A&E Consultant Contracts.
- **All known material transactions or events that have occurred subsequent to year-end affecting the consultant's ownership, organization, and indirect cost rates have been disclosed as of the date of this certification.**

I am providing the required and applicable documents as instructed on the Financial Document Review Request form.

Financial Management System:

Our labor charging, job costing, and accounting systems meet the standards for financial reporting, accounting records, and internal control adequate to demonstrate that costs claimed have been incurred, appropriately accounted for, are allocable to the contract, and comply with the federal requirements as set forth in [Title 23, United States Code \(U.S.C.\) Section 112\(b\)\(2\)](#); [48 CFR Part 31.201-2\(d\)](#); [23 CFR, Chapter 1, Part 172.11\(a\)\(2\)](#); and all applicable state and federal rules and regulations.

Our financial management system has the following attributes:

- Account numbers identifying allowable direct, indirect, and unallowable cost accounts;
- Ability to accumulate and segregate allowable direct, indirect, and unallowable costs into separate cost accounts;

Provide Professional Engineering Design Services for Highway Safety Improvement Program (HSIP) Cycle 11 Projects



- Ability to accumulate and segregate allowable direct costs by project, contract and type of cost;
- **Internal controls to maintain integrity of financial management system;**
- Ability to account and record costs consistently and to ensure costs billed are in compliance with FAR;
- Ability to ensure and demonstrate costs billed reconcile to general ledgers and job costing system; and
- Ability to ensure costs are in compliance with contract terms and federal and state requirements.

Cost Reimbursements on Contracts:

I also understand that failure to comply with 48 CFR Part 16.301-3 or knowingly charge unallowable costs to Federal-Aid Highway Program (FAHP) contracts may result in possible penalties and sanctions as provided by the following:

- Sanctions and Penalties - [23 CFR Part 172.11\(c\)\(4\)](#)
- False Claims Act - [Title 31 U.S.C. Sections 3729-3733](#)
- Statements or entries generally - [Title 18 U.S.C. Section 1001](#)
- Major Fraud Act - [Title 18 U.S.C. Section 1031](#)

All A&E Contract Information:

- Total participation amount 4,500,000.00 on all State and FAHP contracts for Architectural & Engineering services that the consultant received in the last three fiscal periods.
- The number of states in which the consultant does business is 2
- Years of consultant's experience with 48 CFR Part 31 is 40
- **Identify the type of audits listed below that the consultant has had performed (if applicable):**

- Cognizant ICR Audit Local Govt ICR Audit Caltrans ICR Audit
 CPA ICR Audit Federal Govt ICR Audit

I, the undersigned, certify all of the above to the best of my knowledge and belief and that I have reviewed the ICR Schedule to determine that any costs which are expressly unallowable under the Federal cost principles have been removed and comply with [Title 23 U.S.C. Section 112\(b\)\(2\)](#), [48 CFR Part 31](#), [23 CFR Part 172](#), and all applicable state and federal rules and regulations. I also certify that I understand that all documentation of compliance must be retained by the consultant. I hereby acknowledge that costs that are noncompliant with the federal and state requirements are not eligible for reimbursement and must be returned to Caltrans.

Name:** Lindsay Holt Title** : Vice President
 Signature: Lindsay Holt Digitally signed by Lindsay Holt
Date: 2024.09.17 14:11:15 -0700' Date: 09/17/2024
 Phone** : (760) 427-8533 Email** : lholt@theholtgroup.net

****An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President, a Chief Financial Officer, or equivalent, who has authority to represent the financial information used to establish the indirect cost rate.**

Note: Both prime and subconsultants as parties of a contract must complete their own forms. Caltrans will not process local agency's invoices until a complete form is accepted and approved by the Independent Office of Audits and Investigations.