# CITY OF CAMAS
# PROFESSIONAL SERVICES AGREEMENT
# Task Order No. 1

**616 NE 4th Avenue**
**Camas, WA 98607**

**Project No. S1033**

## ON-CALL PROFESSIONAL SERVICES FOR SEWER COLLECTION SYSTEM 2022-2024

## PRUNE HILL PARK PUMP STATION UPGRADE PROJECT

THIS AMENDMENT ("Amendment") to Professional Services Agreement is made as of the 8th day of April, 2022, and between the **City of Camas**, a municipal corporation, hereinafter referred to as "the City", and **Gray & Osborne, Inc.**. hereinafter referred to as the "Consultant", in consideration of the mutual benefits, terms, and conditions hereinafter specified. The City and Consultant may herinafter be refered to collectively as the "Parties."

The Parties entered into an Original Agreement dated January 5, 2022, by which Consultant provides professional services in support of the Project identified above. Except as amended herein, the Origianl Agreement shall remain in full force and effect.

1. Scope of Services. Consultant agrees to perform services as identified in the attached Exhibit (Scope of Services) attached hereto, including the provision of all labor, materials, equipment, supplies and expenses, for an amount not-to-exceed $164,750.

    a. ☐ Unchanged from Original/Previous Contract

2. Time for Performance. Consultant shall perform all services and provide all work product required pursuant to this Amendment by:

    a. ☐ Extended to XXX, 20XX.

    b. ☒ Unchanged from Original/Previous Contract date of December 31, 2024

    Unless an additional extension of such time is granted in writing by the City, or the Agreement is terminated by the City in accordance with Section 18 of the Original Agreement.

3. Payment. Based on the Scope of Services and assumptions noted in attached exhibit. Consultant proposes to be compensated on a time and material basis per attached exhibit (Costs for Scope of Services) with a total estimated not to exceed fee of:

    a. Previous Total of all approved Task Orders: $0.00

    b. Task Order No. 1 $164,750

    **c. Total of all approved Task Orders: $164,750**

    d. Consultant billing rates:

    ☒ Modification to Consultant Billing Rates attached herein

    ☐ Unchanged from Original Contract

4. Counterparts. Each individual executing this Agreement on behalf of the City and Consultant represents and warrants that such individual is duly authorized to execute and deliver this Agreement. This Agreement may be executed in any number of counter-parts, which counterparts shall collectively constitute the entire Agreement.

DATED this _____ day of _____, 20___.

CITY OF CAMAS:

By:_____

Print Name: Steven C. Hogan

Title: Mayor

**GRAY & OSBORNE, INC.:**
***Authorized Representative***

DocuSigned by:
By: Michael B. Johnson, P.E.
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Print Name: Michael B. Johnson, P.E.

Title: President

Date: 4/8/2022

# EXHIBIT
# SCOPE OF SERVICES AND RELATED COSTS

TASK ORDER #1

# EXHIBIT A

## SCOPE OF WORK

## CITY OF CAMAS
## PRUNE HILL PARK PUMP STATION UPGRADE PROJECT

### PROJECT OVERVIEW

The existing Prune Hill Park pump station was constructed in 1994 and is approximately 28 years old. It is a duplex, 7.5-hp submersible pump station with Paco pumps and a Warrick controller. Its capacity is rated at 350 gpm at a TDH of 53 feet and discharges into a 6-inch force main that connects to the City's STEP system. The City of Camas (City) completed an assessment of the pump station in 2015 and identified several deficiencies that should be corrected. The primary issues involve the age and condition of the pump station components. The City would like to complete a detailed evaluation of the existing pump station and develop an upgrade plan. The City would also like assistance sizing replacement pumps at an early stage of this evaluation so that replacement pumps can be ordered. Once the evaluation has been completed and a preferred alternative has been selected, the City would like to have plans and specifications prepared for the work and then would like assistance with bidding the project. We understand that the following key issues should be considered in the evaluation and design:

- Current and projected 20-year and build-out wastewater flows to the pump station and system pressures and early selection of replacement pumps.
- Replacement of the existing generator, electrical and control components.
- Installation of new telemetry to the City's SCADA.
- Replacement of pumps, motors, level control devices and valving.
- Rehabilitation of the existing wet well including replacement of wet well piping, coating, pump boots and guide rails.
- Installation of a new bypass pumping port, flow meter and pressure gauge.
- Odor control.
- Securing required project permits.

- Pump station upgrades to be in accordance with the City's current pump station design standards, with some modifications based on the smaller size of the pump station.

## SCOPE OF WORK

Gray & Osborne has prepared the following scope of work for this project.

### Task 1 –Predesign Services

1. Provide Project Management

   Provide comprehensive project management of the Predesign phase of the project. This task will include coordinating and managing the schedule and budget for the consultant team, including subconsultants. A project schedule will be developed and the City will be provided with monthly progress updates. This task will also include coordination with other project stakeholders and regulatory agencies, as required.

2. Review Background Information

   Review previous reports, pump station operating data, and record drawings. This task will also include contacting utility providers and obtaining record information for utilities in the area.

   Review the findings of any odor/corrosion evaluations (including hydrogen sulfide monitoring data) for incorporation into the design. (It is recommended that the City install one of their Odalog $H_2S$ monitors at the pump station during the predesign period.)

3. Provide Pump Sizing Analysis and Select Replacement Pumps

   Complete an analysis of the existing pump station and forcemain pumping conditions. Size and select pumps so that they can be pre-purchased. Gray & Osborne will provide the following services to support completion of this task.

   a. Confirm Tributary Flow to the Pump Station

      Review run data from the existing pump station and land use and population projections for the tributary basin, and estimate flows to the Prune Hill Park Pump Station.

b. Hydraulic Analysis

Conduct a hydraulic analysis of the proposed pump station piping and existing force main and affected STEP system. A system head curve will be developed, to be used to size pumps.

c. Pump Selection

Pumps will be sized to accommodate the design flows determined from the basin analysis. Pump and motor selection will be based on available Flygt submersible pumps per the City standards.

d. Prepare a Technical Memorandum

Prepare a Technical Memorandum for the pump selection. Incorporate relevant design information including flow projections and pump curves. Prepare a draft technical memorandum for City review. Address review comments and prepare a final Technical Memorandum.

4. Provide Preliminary Design Analysis

Complete an analysis of the existing pump station and prepare a predesign report. Gray & Osborne will provide the following services to support completion of this task.

a. Evaluate the Existing Prune Hill Park Pump Station.

Assess the condition of the existing pump station, including:

- Overall site and security elements
- Electrical canopy and roof
- Wet well, protective coating, and interior elements
- Pumping, piping and valving systems
- Power distribution and electrical systems
- Instrumentation and controls
- Odor control and corrosion control needs

b. Topographic Survey

Complete a topographic survey of the pump station site. Coordinate utility locates with City staff and the one-call service prior to field survey. Establish survey control to correspond to the City's survey datum. Identify right-of-way and property lines. Prepare a project base map.

c. Preliminary Site Plan Development

Prepare preliminary site plans. The site plan layouts will include locations for the power transformers, electrical and control canopy structure, wet well, valve vault, and generator.

d. Prepare a Predesign Report

Prepare a Predesign Report for the project. Incorporate the results of the various alternatives evaluations. Develop preliminary design criteria for the project. Incorporate preliminary site and facility layouts. Prepare a draft of the report for City review. Meet with City and staff to review the report. Address any review comments and prepare a final Predesign Report. No work on design will proceed until the Predesign Report is approved by the City.

4. Complete QA/QC Review

Conduct Quality Assurance/Quality Control reviews of the Pre-Design Report.

5. Attend Meetings and Site Visits

Attend meetings with City staff during the Predesign phase. Complete site visits to review existing conditions, field verify utility locations and record drawings (if available), and coordinate work with regulatory agencies. The following meetings are anticipated:

- Project Kick-off Meeting
- Site Visit to Review Existing Facilities
- Predesign Report Review Meeting

It is assumed that the kick-off and pre-design report review meetings will be remote (Zoom) meetings.

**Task 2 – Design Engineering Services**

1. Provide Project Management

Provide comprehensive project management of the Design phase of the project. This task will include coordinating and managing the schedule and budget for the project team, including subconsultants. The project schedule will be updated, and the City will be provided with monthly progress updates. This task will also include coordination with other project stakeholders and regulatory agencies, as required.

2. Complete Pump Station Design

Complete civil, mechanical, and electrical engineering design of the project. This task includes completing the engineering analysis and calculations necessary to complete the design. This task also includes preparation of detailed plans, specifications, and cost estimates to adequately describe the work for a public works contractor. Gray & Osborne will provide the following services to complete this task.

a. Prepare 60 Percent Plans, Specifications, and Cost Estimate

Prepare 60 percent plans, specifications, and construction cost estimates for the project. Specifications will be prepared in CSI format with applicable City of Camas General Conditions and contract forms. 60 percent plans, specifications, and cost estimates will be submitted to the City for review and comment. Meet with City staff to complete a facilitated review of the plans and specifications.

b. Prepare 90 Percent Plans, Specifications, and Cost Estimate

Prepare 90 percent plans, specifications, and construction cost estimates for the project. 90 percent plans, specifications, and cost estimates will be submitted to the City for review and comment. Meet with City staff to review any comments.

c. Prepare Final Plans, Specifications, and Cost Estimate

Prepare final plans, specifications, and construction cost estimates for the project. Plans and specifications will be suitable for public works bid. Final plans, specifications, and cost estimates will be submitted to the City for regulatory approval and distribution to contractors.

d. Provide Permitting Assistance

Assist the City with applying for and obtaining the required permits for the project. It is anticipated that the following permit applications will be required:

(1) SEPA Checklist
(2) City of Camas Civil Engineering Permit
(3) City of Camas Electrical Permit
(4) Critical Aquifer Recharge Areas (CARA) Permit for new generator
(5) Southwest Washington Clean Air Authority for new generator

A Level 1 Hydrogeological Assessment prepared by a licensed hydrogeologist and a narrative with best management practices for spill prevention will be provided for the CARA permit. The assessment will include:

a. Summary of available geologic and hydrogeologic characteristics of the site, including the surface location of all critical aquifer recharge areas located on site or immediately adjacent to the site, and approximate permeability of the unsaturated zone;

b. Approximate groundwater depth, flow direction, and gradient;

c. Location of wells and springs located within 1,300 feet of the site;

d. Location of other critical areas, including surface waters, within 1,300 feet of the site;

e. Available historic water quality data for the area to be affected by the proposed activity;

f. Results of ground-level reconnaissance of the site and the surrounding area to evaluate the presence of underground storage tanks, aboveground storage tanks, hazardous materials, hazardous waste, solid waste, pits, sumps, staining, odors, or distressed vegetation which may be indicative of adverse environmental conditions; and

g. Identification of appropriate Best Management Practices (BMPs) used to prevent degradation of groundwater.

Permit application and review fees have not been included in this scope of work. It has been assumed that these will be paid directly by the City.

3. Complete QA/QC Review

Conduct Quality Assurance/Quality Control reviews of the 60 percent, 90 percent, and final submittals for the project.

4. Attend Meetings and Site Visits

Attend meetings with City staff during development of the plans and specifications to discuss project issues and review draft deliverables. Prepare meeting notes and provide review comment summary sheets noting how each comment has been addressed. Complete site visits and meet with regulatory agencies as necessary to coordinate the work (up to two site visits).

- 60 Percent Design Review Meeting
- 90 Percent Design Review Meeting

It is assumed that one of these meetings will be a virtual (Zoom) meeting.

**Task 3 – Provide Bid and Award Services**

Assist the City with the bid and award process for the project. Participate in a pre-bid walkthrough. Respond to bidder inquiries. Prepare addenda as necessary. Review bid results and bidder qualifications. Prepare an award recommendation for the City.

Assumptions

The following assumptions have been made in developing this scope of work.

1. Meetings will be a virtual (Zoom) meetings.
2. Preliminary engineering and alternatives analyses will be completed during preliminary design that will further define the improvements to be constructed.
3. As-builts for the existing pump station are not available.
4. The existing generator will be replaced. It is an older model for which replacement parts are no longer available.
5. The existing canopy does not need to be replaced.
6. No environmental permitting, stormwater or grading permitting is required.
7. No geotechnical investigation or recommendations are required.
8. Construction support services will be contracted under a future amendment.
9. Less than 1 acre of ground disturbance will occur and a Stormwater General Construction Permit (NPDES) is not required.

**BUDGET**

Based on the Scope of Work described above, the total estimated cost for engineering services is as shown in the attached Exhibit B.

## DELIVERABLES

Deliverables will be provided in the following format:

- Reports –electronic pdf files.
- Plans and Specifications – electronic pdf files and 5 paper copies of final plans and specifications

## PROJECT SCHEDULE

The anticipated project schedule is as follows:

Notice to Proceed..... April 2022
Replacement Pump Selection.....April 2022 – May 2022
Complete Engineering Design.....April 2022 – January 2023
Construct Project .....April 2023 – December 2023

# EXHIBIT "B"

## ENGINEERING SERVICES
## SCOPE AND ESTIMATED COST

*CITY OF CAMAS - PRUNE HILL PARK PUMP STATION UPGRADE*

| Tasks | Principal Hours | Project Engineer Hours | Structural Eng. Hours | Environmental Tech./ Specialist Hours | Engineer-In-Training Hours | AutoCAD/ GIS Tech Hours | Professional Land Surveyor Hours | Field Survey (2 person) Hours |
|---|---|---|---|---|---|---|---|---|
| **Task 1 - Predesign Services** | | | | | | | | |
| 1 Provide Project Management | 4 | | | | | | | |
| 2 Review Background Information | 2 | 4 | | | 8 | | | |
| 3 Prepare Pump Sizing Analysis | | | | | | | | |
| a. Confirm Tributary Flow | 1 | 4 | | | 4 | 4 | | |
| b. Hydraulic Analysis | 1 | 4 | | | 4 | | | |
| c. Pump Selection | 1 | 4 | | | 4 | | | |
| d. Prepare Technical Memo | 2 | 16 | | | 4 | 2 | | |
| 4 Provide Preliminary Design Analysis | | | | | | | | |
| a. Evalaute the Existing Lift Station | 4 | 8 | | | | | | |
| b. Topographic Survey | 1 | 2 | | | | 4 | 8 | 24 |
| c. Develop Preliminary Site Plan | 1 | 8 | | | 4 | 8 | | |
| d. Prepare Pre-Design Report | 4 | 24 | 2 | 2 | 16 | 8 | | |
| 5 Complete QA/QC Review | 4 | 2 | | | 2 | | | |
| 6 Attend Meetings and Site Visits | 8 | 8 | | | | | | |
| **Task 2 - Design Engineering Services** | | | | | | | | |
| 1 Provide Project Management | 8 | | | | | | | |
| 2 Complete Pump Station Design | | | | | | | | |
| a. Prepare 60 Percent Design Submittal | 8 | 64 | 8 | | 32 | 96 | | |
| b. Prepare 90 Percent Design Submittal | 8 | 48 | 4 | | 24 | 64 | | |
| c. Prepare Final Design Submittal | 4 | 24 | 4 | | 12 | 24 | | |
| d. Provide Permit Assistance | 2 | 4 | | 16 | 8 | 4 | | |
| 3 Complete QA/QC Review | 16 | 8 | 2 | | 8 | | | |
| 4 Conduct Meetings and Site Visits | 8 | 8 | | | | | | |
| **Task 3 - Bid Services** | | | | | | | | |
| 1 Provide Bid and Award Services | 2 | 8 | 2 | | 4 | 4 | | |
| | | | | | | | | |
| Hour Estimate: | 89 | 248 | 22 | 18 | 134 | 218 | 8 | 24 |
| Fully Burdened Billing Rate Range:* | $145 to $215 | $125 to $160 | $110 to $190 | $83 to $151 | $92 to $155 | $50 to $150 | $125 to $175 | $180 to $270 |
| Estimated Fully Burdened Billing Rate:* | $200 | $150 | $170 | $130 | $115 | $110 | $170 | $240 |
| Fully Burdened Labor Cost: | $17,800 | $37,200 | $3,740 | $2,340 | $15,410 | $23,980 | $1,360 | $5,760 |

| | | |
|---|---|---|
| Total Fully Burdened Labor Cost: | $ | 107,590 |
| Direct Non-Salary Cost: | | |
| Mileage & Expenses (Mileage @ current IRS rate) | $ | 1,440 |
| Printing | $ | 500 |
| Subconsultant: | | |
| Shell Engineering | $ | 14,700 |
| Subconsultant Overhead (10%) | $ | 1,470 |
| Conncticx | $ | 32,000 |
| Subconsultant Overhead (10%) | $ | 3,200 |
| GRI | $ | 3,500 |
| Subconsultant Overhead (10%) | $ | 350 |
| **TOTAL ESTIMATED COST:** | **$** | **164,750** |

* Actual labor cost will be based on each employee's actual rate. Estimated rates are for determining total estimated cost only. Fully burdened billing rates include direct salary cost, overhead, and profit.