

Amendment No. 1 to the
Professional Services Agreement between the
City of Lake Forest Park and Gray & Osborne, Inc.
Dated July 23, 2026

The Professional Services Agreement between the City of Lake Forest Park and Gray & Osborne, Inc., AG-19-051 (hereafter the "Agreement"), is amended by Amendment No. 1 and is made in consideration of the mutual benefits, terms, and conditions hereinafter specified and pursuant to Section 16 of the Agreement.

1. Exhibit A (Scope of Work) of the Agreement is hereby amended to include the attached "Addendum 1 – Exhibit A."
2. Section 2 of the Agreement is hereby amended as follows:

Compensation.

A. The total compensation to be paid to Consultant, including all services and expenses, shall not exceed ~~seven hundred sixty-three thousand dollars (\$763,000)~~ **eight hundred ninety-six thousand and five hundred fifty-two dollars (\$896,552)** as shown on Exhibit B, which shall be full compensation for the Work. Consultant shall notify the City when its requests for payment reach eighty-five percent of the total compensation.

3. Exhibit B of the Agreement is hereby amended to include the attached "Addendum 1 – Exhibit B."

All other terms and conditions remain as provided in the original Agreement.

CITY OF LAKE FOREST PARK

GRAY & OSBORNE, INC.

Signed: _____

Signed: _____

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____

Dated: _____

Dated: _____

Addendum 1 - Exhibit A

EXHIBIT A

SCOPE OF WORK

CITY OF LAKE FOREST PARK NE 185TH STREET, SR 104, AND 35TH AVENUE NE INTERSECTION IMPROVEMENTS – SUPPLEMENT 1

Gray & Osborne is currently preparing Permits, Plans, Specifications, and Cost Estimates to replace the L90 Culvert on Lyons Creek, beneath NE 185th Street. Construction of the culvert will impact the intersection of NE 185th Street, SR 104 (Ballinger Way), and 35th Avenue NE. The City of Lake Forest Park (City) now desires to supplement the Scope of Work to include design services for the reconstruction of the intersection to include revising the 185th Street leg of the intersection to be westbound only, and to replace the curb ramps and crosswalks. The work will also include minor drainage improvements and minor modifications to the traffic signal, as well as paving the intersection and approaches, new signing, and striping. Modifications to the traffic signal and channelization will require coordination with the Washington State Department of Transportation (WSDOT) and a Permit to work in the State Right-of-Way.

The City intends to complete the design and permitting for the culvert and intersection improvements in 2026, with bid and construction of both in 2027.

SCOPE OF WORK – DESIGN

The engineering and related services contemplated for this project will generally include intersection modeling, topographic survey and mapping of the intersection, signing and vehicle turnaround design to convert NE 185th Street to one way (westbound) from the Ballinger Way intersection southwesterly approximately 170 linear feet, design for the replacement of approximately ten curb ramps, pedestrian push button and display modifications, traffic signal head modifications (removal of traffic signal heads facing NE 185th Street), the abandonment of NE 185th Street vehicle detection loops, minor storm drainage design, channelization and signage design, Temporary Traffic Control Plans, coordinating with City staff and WSDOT, and developing detailed Project Plans, Specifications, and Cost Estimates. Contract Plans will be formatted in accordance with past projects completed for the City, and incorporated into the Culvert Project Planset.

Our Scope of Work is more fully detailed as follows.

Task 1 – Project Management

- Objective: Provide overall project management of Gray & Osborne resources, monitor and manage budget, manage and oversee the schedule of deliverables, manage quality assurance/quality control program, and provide client contact.
- A. Contract execution, internal accounting, and auditing.
 - B. Internal resource management and prioritization of resources.
 - C. Oversee quality assurance/quality control reviews of engineering products to include constructability review, risk management assessment, and identification and pursuit of critical path items.
 - D. Preparation of monthly Progress Reports (to be submitted with monthly invoices).
 - E. Manage and oversee the Subconsultant(s) and schedule of deliverables.

Task 2 – Utility Coordination

- Objective: Acquire Record Drawings and/or as-built information from utility purveyors known to provide service in the project area, to include Lake Forest Park Water District (potable water), Lumen (telephone), Comcast (cable TV), Puget Sound Energy (power and natural gas), King County Metro (sanitary sewer), and Lake Forest Park (sanitary sewer and drainage). Coordinate with utility companies to inform the design to avoid and/or resolve utility conflicts.
- A. Provide written requests for utility purveyors known to provide utility service in the project area.
 - B. Review data provided by utility purveyors and incorporate into project design as may be applicable. Other than minor drainage improvements, it is assumed that utility relocation is not required; therefore, no design effort for relocation is included in this Scope of Work.

Task 3 – WSDOT Coordination

- Objective: Coordinate with WSDOT regarding design submittals, utilities, signal modifications, ADA ramp and crosswalk replacement, channelization and signage, traffic control, and Work Right-of-Way Permits, to support the design of the intersection improvements.
- A. Attend virtual kick-off meeting with WSDOT staff to discuss the project and solicit concerns and comments prior to beginning design work. The Subconsultant for the signal design will be invited to attend.
 - B. Attend virtual Design Review Meeting (after the preliminary submittal) with WSDOT staff to review design and discuss comments.
 - C. Submit Traffic Signal Modification Plans, Curb Ramp Plan, Channelization Plan, Plan for Approval (PFA), Temporary Traffic Control Plans, and relative Specifications/Special Provisions to WSDOT staff for review and approval.

Task 4 – Survey and Mapping

- Objective: Establish vertical and horizontal control and acquire pertinent topographical features suitable to support the design of the proposed intersection modifications.
- A. Establish vertical and horizontal control for survey and mapping at a scale of 1 inch equal to 20 feet horizontal and 1 inch equal to 5 feet vertical. Datum will be per the City of Lake Forest Park standards/requirements. Provide (set or establish) a minimum of two survey control points for vertical and horizontal control within the project area.
 - B. Perform topographical survey of the project area, including the intersection and approximately 150 feet beyond the stop bars on Ballinger Way and 75 feet beyond the stop bars on 35th Avenue NE. Topographical data shall include establishing surface grades, pavement edges, obvious utilities, hydrants, valves, manholes, storm drainage structures, utility poles and other utility structures, curbs, sidewalks (including curb ramps), fences/railing, traffic signal poles, junction boxes, vehicle detection loops (if visible), pavement markings, signing, major grade breaks, and any other pertinent physical features found in the project area deemed necessary to adequately map the intersection.
 - C. Map survey data and show pertinent topographical features. Integrate new survey data into existing mapping.

Task 5 – Storm Drainage Design

- Objective: Evaluate existing storm drainage collection and conveyance systems serving the project area and design water treatment system(s) for the intersection runoff, as applicable. Prepare required reports and drawings in compliance with City stormwater regulations.
- A. Prepare a Technical Information Report (TIR) in accordance with the *2021 King County Surface Water Design Manual (KCSWDM)*, per Lake Forest Park Municipal Code (LFPMC) 16.08.030.
 - B. Perform hydrologic/hydraulic modeling to estimate stormwater runoff volumes and peaks for sizing conveyance and treatment components.
 - C. Prepare Design Plans, Details, and Specifications for flow control and/or treatment of storm runoff.

Task 6 – Traffic Signal Design

- Objective: Prepare Plans, Specifications, and Cost Estimates for traffic signal modifications. This work will be performed by a qualified Traffic Engineering Subconsultant, Herman Traffic Engineering, Inc. (see the attached Scope of Work).
- A. Attend virtual Kick-Off Meeting with the Subconsultant to discuss modifications to the traffic signal, pedestrian push buttons, pedestrian displays, and electrical components prior to beginning design work.
 - B. Attend two virtual meetings with the Subconsultant to review preliminary designs and provide comments.

Task 7 – Preliminary Design

- Objective: Use information generated in Tasks 2 through 6 to develop a preliminary design for the proposed improvements for WSDOT's and the City's evaluation, review, and comment.
- A. Develop Preliminary Concept Drawings and Details for review by WSDOT and the City.
 - B. Develop Preliminary Project Specifications for City review and comment.
 - C. Develop a Preliminary Cost Estimate for City review and comment.

- D. Perform a quality assurance/quality control review at the 60 percent level.

Task 8 – Final Design

- Objective: Prepare Final Project Plans, Specifications, and Cost Estimates sufficient for bidding and constructing the project.
- A. Prepare and submit Pre-Final (90 percent) Project Plans and Specifications (two copies) to WSDOT and the City to include incorporation of all previous applicable and relevant comments. Revise the Plans and Specifications to incorporate final comments (as applicable).
 - B. Submit Final Plans, Specifications, and an Engineer's Construction Cost Estimate to WSDOT and the City.
 - C. Prepare Maximum Extent Feasible (MEF) documentation for each ramp design that cannot meet ADA standards.
 - D. Perform quality assurance/quality control review at the 90 percent design level.

Task 9 – Quality Assurance/Quality Control

- Objective: Provide quality assurance/quality control reviews of engineering products to enhance overall quality of products. Prepare the quality assurance/quality control review recommendations further noted as follows.
- A. Conduct two quality assurance/quality control reviews; one at the 60 percent design level and another at the 90 percent design level, by key design team members to solicit comments, recommendations, and suggestions regarding engineering products, constructability issues, critical path items, risk management, and quality of the product. The City will be invited to participate.

Task 10 – Bid Support

- A. Support City staff to answer bid inquiries during the bid phase.
- B. Support City staff to prepare any Bid Addenda as may be required.
- C. Review bids received and prepare and distribute bid tabulation.
- D. Review responsibility criteria for two apparent lowest bidders, including Supplemental Bidder Responsibility Criteria, state licensing and insurance

information, and contacting contractor references; and prepare Recommendation of Award letter.

DELIVERABLES

At the conclusion of the project effort and during the course of the project as applicable, the Engineer will deliver to the City the following documents.

1. Electronic copy (pdf) of Preliminary and Pre-Final Reports, Plans, Specifications, and Cost Estimate.
2. Two hard copies and an electronic copy (pdf) of Final Reports, Design Plans, Specifications, and Cost Estimate.

BUDGET

The maximum amount payable to the Engineer for completion of work associated with this Scope of Work, including contingencies, salaries, overhead, direct non-salary costs, and net fee, will not be exceeded without prior written authorization of the City.

PROJECT ASSUMPTIONS REGARDING CITY RESPONSIBILITIES

This Scope of Work and the resulting maximum amount payable are based on the following assumptions and those stated City responsibilities as required for the development of the project. See also item assumptions noted in the aforementioned Tasks. Changes in these assumptions and responsibilities may cause a change in scope of the services being offered and result in a corresponding adjustment of the Contract price.

1. The City will provide overall coordination and approval of the deliverables, including timely review of all submittals.
2. The City will advertise and convene public outreach meetings regarding the traffic impacts for this project. The Engineer will not be required to evaluate alternative designs addressing the traffic impacts for this project.
3. The City will provide recent traffic count data along the SR 104 corridor, including the intersection of SR 104/NE 185th Street/35th Avenue NE for use during signal design. A traffic analysis model to assess current and forecast future traffic volumes and level-of-service determinations at other intersections is not included.
4. The City will provide Utility Design Drawings and/or Record Drawings regarding the most recent utility work being performed for the WSDOT L100 Project.

5. All Permits will be prepared and obtained by the City. The only Permit anticipated for the project is a City of Lake Forest Park Right-of-Way Permit and a WSDOT Work Permit.
6. A partial or complete design of the traffic signal is not included. Only minor modifications are anticipated for the traffic signal. WSDOT and/or the City will provide Record Drawings of the traffic signal.
7. The development and/or recording of a “Record of Survey” is not required or included in this Scope of Work.
8. No right-of-way acquisition, to include Title Reports, Right-of-Entry Agreements, Appraisals, appraisal reviews, market research, legal descriptions, Deeds, Negotiations, Easements, or Conveyance Documents are included in this Scope of Work.
9. Geotechnical engineering investigation and design recommendations are not required and it is assumed that existing soils are capable of supporting curb ramps, curb and gutter, sidewalks, and asphalt pavement.
10. The City has identified a Leaking Underground Storage Tank (LUST) on the parcel immediately north of the NE 185th Street Right-of-Way. It is understood that WSDOT is coordinating the remediation of any contaminated soils with the Washington State Department of Ecology.
11. No additional environmental assessments or reports are required for the intersection design.
12. The project will be appropriately advertised by the City and the City will make arrangement for and provide a suitable location to accommodate the bid opening.
13. Construction staking and utility coordination will be performed by the Contractor.
14. Project design and permitting will be completed no later than December 2026.



EXHIBIT A
SCOPE OF WORK
HERMAN TRAFFIC ENGINEERING, INC.

SR 104 (BALLINGER WAY NE)/35TH AVE. NE/NE 185TH ST.
INTERSECTION IMPROVEMENTS
CITY OF LAKE FOREST PARK

I. INTRODUCTION

The purpose of the following Scope of Work is to provide professional traffic engineering consulting services to prepare PS&E for modifications to the existing traffic signal system at the SR 104 (Ballinger Way NE)/35th Ave. NE/NE 185th St. intersection in the City of Lake Forest Park. The improvements are required to accommodate proposed changes to the channelization at the intersection which will eliminate the NE 185th St. approach to the intersection. Other modifications will include ADA improvements and probable signal phasing and signal display revisions. Ten curb ramps are proposed to be replaced as part of the project.

HTE will be a subconsultant to Gray & Osborne, Incorporated. The primary tasks included in this Scope of Work are:

- **Project Administration:** General coordination, administration and meetings.
- **Analysis:** Traffic signal LOS and queueing analysis.
- **Design:** Develop 100% PS&E design for traffic signal system modifications for City and WSDOT review and approval.

II. ASSUMPTIONS

- G&O will provide acceptable Autocad base maps for HTE's use in designing the traffic systems. The base map shall show the entire intersection and adequate extents of each intersection leg to address any necessary loop replacement.
- All project surveying and the general civil engineering design of the intersection channelization, grading, paving, drainage, environmental analysis, permitting, utilities, right of way acquisition, pavement markings, signing (other than on signal standards), temporary traffic control and construction staging will be provided by others.
- This Scope of Work assumes that no pavement widening will be involved in this project that will impact the traffic signal system. This includes widening for additional lanes.
- This Scope of Work assumes that all existing mast arm signal standards will remain a part of the traffic signal system and be modified as necessary by the project. No new mast arm signal standards or replacements will be involved.



- All plotting of HTE plan sheets and submittals will be performed by G&O.
- Geotechnical engineering should not be required for this project. However, if it becomes a requirement, it will be by others and is excluded from this Scope of Work.
- All data collection and traffic volume projections will be by others, and are excluded from this Scope of Work
- Temporary traffic signal design is not part of this Scope of Work.
- Traffic signal interconnect design is not part of this Scope of Work.
- Intelligent Transportation System (ITS) design such as CCTV replacement, fiber modifications, fiber auxiliary equipment is not included in this Scope of Work.
- Vehicle detection for the traffic signal system will remain induction loop detection. Several loops will need to be replaced as part of the work. Any video or radar detection design is excluded from this Scope of Work.
- This Scope of Work excludes design of a Uninterruptible Power Supply (UPS) for the traffic signal system.
- Any illumination system design is excluded from this Scope of Work, including illumination calculations.
- This Scope of Work does not include construction engineering support services, construction inspection, materials testing or any other post-design services.

III. SCOPE OF WORK

A. Project Administration

1. Coordinate with the project team, City of Lake Forest Park staff, WSDOT staff and other stakeholders throughout the project.
2. Prepare and submit monthly invoices and progress reports to G&O.
3. Prepare for and attend a virtual kick-off meeting with the project team and City.
4. Prepare for and attend a virtual kick-off meeting with the project team, City and WSDOT.
5. Prepare for and attend up to two virtual design coordination meetings with the project team, City and/or WSDOT.



B. Traffic Signal LOS & Queueing Analysis

1. Review traffic volume count data and projections provided by others.
2. Conduct LOS and queueing analysis using Synchro and SimTraffic for pre-project and post-project conditions.
3. Test traffic signal phasing alternatives and make any recommendations for revisions to traffic signal phasing.
4. Prepare a draft technical memorandum summary of the analysis results and transmit to G&O for City and WSDOT for review and comment.
5. Revise analysis to address any comments received and transmit final memorandum.

C. Traffic Signal Systems Modifications Design

1. Obtain and review as-built plans for the existing traffic signal system.
2. Conduct a field investigation of the subject intersection and vicinity with a WSDOT signal technician.
3. Review CAD base files provided by others. Request revisions as necessary.
4. Revise the CAD base files to show proper WSDOT symbology for electrical equipment.
5. Prepare up to two preliminary (approximately 90% complete) traffic signal plan sheets showing existing and proposed traffic signal phasing and locations of traffic signal equipment, including controller cabinet, electrical service cabinet, signal standards, light standards, luminaires, signal heads, APS push buttons, detector loops, junction boxes, conduit, conductors and signal-mounted traffic signs.
6. Work with G&O to coordinate ADA-compliant landings at each APS push button location.
7. Prepare a traffic signal wiring diagram plan sheet.
8. Prepare a traffic signal standard chart plan sheet.
9. Prepare technical special provisions for the traffic signal system.
10. Compile pertinent WSDOT electrical Standard Plans.
11. Transmit 90% electrical design to G&O for City and WSDOT review.



12. Revise the plans and special provisions to address 90% agency comments.
13. Transmit 100% plans and special provisions to G&O for City and WSDOT review and approval.
14. Prepare an opinion of cost for the traffic signal system to be used for bidding purposes.

EXHIBIT B
WORK HOUR & FEE ESTIMATE
HERMAN TRAFFIC ENGINEERING, INC.

SR 104 (BALLINGER WAY NE)/35TH AVE. NE/NE 185TH ST.
INTERSECTION IMPROVEMENTS
CITY OF LAKE FOREST PARK

SCOPE OF WORK ITEM

HOURS

Robert M. Herman, P.E., P.T.O.E.

Project Administration

A.1.	Telephone and Email Correspondence	8			
A.2.	Monthly Invoices and Progress Reports	4			
A.3.	Kick-off Meeting with Project Team and City	2			
A.4.	Kick-off Meeting with Project Team, City and WSDOT	2			
A.5.	Design Coordinatio Meetings	6	22	\$	3,960.00

Traffic Analysis

B.1.	Review Data and Projections by Others	2			
B.2.	LOS/Queueing Analysis	10			
B.3.	Signal Phasing Recommendations	3			
B.4.	Draft Technical Memorandum	6			
B.5.	Final Technical Memorandum	3	24	\$	4,320.00

Traffic Signal System Modifications Design

C.1.	As-Builts	4			
C.2.	Field Investigation	6			
C.3.	Review CAD Base	2			
C.4.	WSDOT CAD Symbolology	6			
C.5.	90% Traffic Signal Plans	30			
C.6.	ADA-Compliance Coordination	4			
C.7.	Traffic Signal Wiring Diagram	8			
C.8.	Traffic Signal Standard Detail Chart	6			
C.9.	Technical Special Provisions	14			
C.10.	WSDOT Standard Plans	2			
C.11.	Transmit 90% Design for Review	2			
C.12.	Address 90% Comments	8			
C.13.	Transmit 100% Design	2			
C.14.	Opinion of Cost	6	100	\$	18,000.00

Total Hours 146.0

	Quantity	Rate	Cost
Direct Cost	146.0	\$ 180.00	\$ 26,280.00
Mileage	70	\$ 0.725	\$ 50.75

Grand Total \$ 26,330.75

Addendum 1 - Exhibit B

EXHIBIT B

ENGINEERING SERVICES SCOPE AND ESTIMATED COST

CITY OF LAKE FOREST PARK - NE 185TH STREET, SR 104, AND 35TH AVENUE NE INTERSECTION IMPROVEMENTS - SUPPLEMENT 1

Tasks	Principal-In-Charge/Project Manager Hours	Civil Engineer Hours	Engineer-In-Training Hours	AutoCAD/GIS Technician/Engineer Intern Hours	Professional Land Surveyor Hours	Field Survey Crew Member Hours
1 Project Management	12					
2 Utility Coordination	4	8	8	8		
3 Washington State Department of Transportation Coordination	8	8	8	4		
4 Survey and Mapping	2	8	4	12	12	40
5 Storm Drainage Design	4	24	24	32		
6 Traffic Signal Design	4	12	12	8		
7 Preliminary Design	16	80	32	24		
8 Final Design	8	64	20	12		
9 Quality Assurance/Quality Control	8	8	8	4	2	
10 Bid Support	2	8	8			
Hour Estimate:	68	220	124	104	14	40
Fully Burdened Billing Rate Range:*	\$170 to \$270	\$140 to \$190	\$110 to \$180	\$70 to \$190	\$140 to \$220	\$80 to \$160
Estimated Fully Burdened Billing Rate:*	\$260	\$190	\$160	\$150	\$220	\$160
Fully Burdened Labor Cost:	\$17,680	\$41,800	\$19,840	\$15,600	\$3,080	\$6,400

Total Fully Burdened Labor Cost: \$ 104,400

Direct Non-Salary Cost:

Mileage & Expenses (Mileage @ current IRS rate) \$ 100

Printing \$ 88

Subconsultant:

Herman Traffic Engineering, Inc. \$ 26,331

Subconsultant Overhead (10%) \$ 2,633

TOTAL ESTIMATED COST: \$ 133,552

* 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.