

**CITY OF LAKE FOREST PARK
PROFESSIONAL SERVICES AGREEMENT
Agreement Title: Beach Drive Lift Station – Phase 2: 30% Design**

THIS AGREEMENT made and entered into by and between the **CITY OF LAKE FOREST PARK**, a Washington municipal corporation (the "City"), and **Consor North America, Inc.** (the "Consultant"), is dated this _____ day of _____ 20_____.

Consultant Business: Consor North America, Inc.
Consultant Address: 600 University Street Suite #300
Seattle, WA 98101
Consultant Phone: 206-462-7030
Consultant Fax: N/A
Contact Name Jake Colberg
Consultant e-mail: Jake.Colberg@consoreng.com
Federal Employee ID No.: 93-0768555
Authorized City Representative for Katie Phillips
this contract:

WHEREAS, the City desires to complete 30% design of the Beach Drive Lift Station, having undertaken an Options Analysis of this project earlier this year; and

WHEREAS, the Consultant was retained to complete the Options Analysis, and City staff were satisfied with the Consultant's performance of this contract work, and finds them qualified and best positioned to advance development of the project design to a 30% level; and

WHEREAS, the Consultant responded to an RFQ and provided the City with a proposal to complete 30% design of the project, which City staff have reviewed and found acceptable;

NOW, THEREFORE, the parties herein do mutually agree as follows:

1. Employment of Consultant. The City retains the Consultant to provide the services described in Exhibit A incorporated herein, for the Beach Drive Lift Station – Phase 2: 30% Design project (collectively "Scope of Work" or the "Work"). Any inconsistency between this Agreement and the Scope of Work shall be resolved in favor of this Agreement. The Consultant shall perform the Work according to the terms and conditions of this Agreement.

The City may revise the Work and the compensation only by a written Change Order signed by the authorized representatives of the parties that shall become a part of this Agreement.

The project manager(s) of the Work shall be Jake Colberg. The project manager(s) shall not be replaced without the prior written consent of the City.

Exhibit A Work shall commence when the City issues a notice to proceed and it shall be completed no later than January 31, 2025, unless the completion date is extended in writing by the City. Notwithstanding the foregoing, Consultant shall not be responsible for any delay or failure to meet deliverable deadlines if such delay or failure was caused in whole or in part by a delay or failure of the City.

2. Compensation.

A. The total compensation to be paid to Consultant for the Work in Exhibit A, including all services and expenses, shall not exceed two-hundred and twenty-five thousand, seventy-four Dollars (\$225,074.00) as shown on Exhibit B, which shall be full compensation for the Exhibit A Work. Consultant shall invoice the City monthly on the basis of the portion of the Work completed each month by the Consultant and sub-consultants.

B. Consultant shall be paid in such amounts and in such manner as described in Exhibits A and B.

C. Consultant shall be reimbursed for Eligible Expenses actually incurred that are approved for reimbursement by the City in writing before the expense is incurred. If overnight lodging is authorized, Consultant shall lodge within the corporate limits of City.

3. Request for Payment.

A. Not more than once every thirty days the Consultant shall send electronically to the City's Accounting Supervisor, ap@cityofilfp.gov, its request for payment of Exhibit A Work, accompanied by evidence satisfactory to the City justifying the request for payment, including a report of Work accomplished and tasks completed, and an itemization of Eligible Expenses with copies of receipts and invoices.

4. Work Product. The Consultant shall submit all reports and other documents specified in Exhibits A and B according to the schedule established in Exhibits A and B. If, after review by the City, the information is found to be unacceptable, Consultant, at its expense, shall expeditiously correct such unacceptable work. If Consultant fails to correct unacceptable work, the City may withhold from any payment due an amount that the City reasonably believes will equal the cost of correcting the work.

All reports, drawings, plans, specifications, and intangible property created in furtherance of the Work, and any intellectual property in such documents, are property of the City and may be used by the City for any purpose; provided that re-use without Consultant's permission shall be at the City's sole risk.

5. Termination of Contract. City may terminate this Agreement by sending a written notice of termination to Consultant (Notice) that specifies a termination date (Termination Date) at least fourteen (14) days after the date of the Notice. Upon receipt of the Notice, the Consultant shall acknowledge receipt to the City in writing and immediately commence to end the Work in a reasonable and orderly manner. Unless terminated for Consultant's material breach, the Consultant shall be paid or reimbursed for all hours worked and Eligible Expenses incurred up to the Termination date, less all payments previously made; provided that work performed after date of the Notice is reasonably necessary to terminate the Work in an orderly manner. The Notice may be sent by any method reasonably believed to provide Consultant actual notice in a timely manner.

6. Assignment of Contract – Subcontractors. Consultant shall not assign this contract or sub-contract or assign any of the Work without the prior written consent of the City.

7. Indemnification. To the extent provided by law and irrespective of any insurance required of the Consultant, the Consultant shall defend and indemnify the City from any and all Claims arising out of or in any way relating to this Agreement; provided, however, the requirements of this paragraph shall not apply to that portion of such Claim that reflects the percentage of negligence of the City compared to the total negligence of all persons, firms or corporations that resulted in the Claim.

Consultant agrees that the provisions of this paragraph 7 apply to any claim of injury or damage to the persons or property of consultant's employees. As to such claims and with respect to the City only, consultant waives any right of immunity, which it may have under industrial insurance (Title 51 RCW and any amendment thereof or substitution therefore). THIS WAIVER IS SPECIFICALLY NEGOTIATED BY THE PARTIES AND IS SOLELY FOR THE BENEFIT OF THE CITY AND CONSULTANT.

As used in this paragraph: (1) "City" includes the City's officers, employees, agents, and representatives; (2) "Consultant" includes employees, agents, representatives, sub-consultants; and (3) "Claims" include, but is not limited to, any and all losses, claims, causes of action, demands, expenses, attorney's fees and litigation expenses, suits, judgments, or damage arising from injury to persons or property.

Consultant shall ensure that each sub-consultant shall agree to defend and indemnify the City to the extent and on the same terms and conditions as the Consultant pursuant to this paragraph.

8. Insurance.

A. Consultant shall comply with the following conditions and procure and keep in force at all times during the term of this Agreement, at Consultant's expense, the following policies of insurance with companies authorized to do business in the State of Washington. The Consultant's insurance shall be rated by A. M. Best Company at least "A" or better with a numerical rating of no less than seven (7) and otherwise acceptable to the City.

1. Workers' Compensation Insurance as required by Washington law and Employer's Liability Insurance with limits not less than \$1,000,000 per occurrence. If the City authorizes sublet work, the Consultant shall require each sub-consultant to provide Workers' Compensation Insurance for its employees, unless the Consultant covers such employees.

2. Commercial General Liability Insurance on an occurrence basis in an amount not less than \$2,000,000 per occurrence and at least \$2,000,000 in the annual aggregate, including but not limited to: premises/operations (including off-site operations), blanket contractual liability and broad form property damage.

3. Business Automobile Liability Insurance in an amount not less than \$1,000,000 per occurrence, extending to any automobile. A statement certifying that no vehicle will be used in accomplishing this Agreement may be substituted for this insurance requirement.

4. Professional Errors and Omissions Insurance in an amount not less than \$1,000,000 per occurrence and \$1,000,000 in the annual aggregate. Coverage may be written on a claims made basis; provided that the retroactive date on the policy or any renewal policy shall be the effective date of this Agreement or prior, and that the extended reporting or discovery period shall not be less than 36 months following expiration of the policy. The City may waive the requirement for Professional Errors and Omissions Insurance whenever the Work does not warrant such coverage or the coverage is not available.

5. Each policy shall contain a provision that the policy shall not be canceled or materially changed without 30 days prior written notice to the City.

Upon written request to the City, the insurer will furnish, before or during performance of any Work, a copy of any policy cited above, certified to be a true and complete copy of the original.

B. Before the Consultant performs any Work, Consultant shall provide the City with a Certificate of Insurance acceptable to the City Attorney evidencing the above-required insurance and naming the City of Lake Forest Park, its officers, employees and agents as Additional Insured on the Commercial General Liability Insurance policy and the Business Automobile Liability Insurance policy with respect to the operations performed and services provided under this Agreement and that such insurance shall apply as primary insurance on behalf of such Additional Insured. Receipt by the City of any certificate showing less coverage than required is not a waiver of the Consultant's obligations to fulfill the requirements.

C. Consultant shall comply with the provisions of Title 51 of the Revised Code of Washington before commencing the performance of the Work. Consultant shall provide the City with evidence of Workers' Compensation Insurance (or evidence of qualified self-insurance) before any Work is commenced.

D. In case of the breach of any provision of this section, the City may provide and maintain at the expense of Consultant insurance in the name of the Consultant and deduct the cost of providing and maintaining such insurance from any sums due to Consultant under this Agreement, or the City may demand Consultant to promptly reimburse the City for such cost.

9. Independent Contractor. The Consultant is an independent Contractor responsible for complying with all obligations of an employer imposed under federal or state law. Personnel employed by Consultant shall not acquire any rights or status regarding the City.

10. Employment. The Consultant warrants that it did not employ or retain any company or person, other than a bona fide employee working solely for the Consultant, to solicit or secure this Agreement or pay or agree to pay any such company or person any consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, the City shall have the right either to terminate this Agreement without liability or to deduct from the Agreement price or consideration or to otherwise recover, the full amount of such consideration.

11. Audits and Inspections. The Consultant shall make available to the City during normal business hours and as the City deems necessary for audit and copying all of the Consultant's records and documents with respect to all matters covered by this Agreement.

12. City of Lake Forest Park Business License. Consultant shall obtain a City of Lake Forest Park business license before performing any Work.

13. Compliance with Federal, State and Local Laws. Consultant shall comply with and obey all federal, state and local laws, regulations, and ordinances applicable to the operation of its business and to its performance of the Work.

14. Waiver. Any waiver by the Consultant or the City of the breach of any provision of this Agreement by the other party will not operate, or be construed, as a waiver of any subsequent breach by either party or prevent either party from thereafter enforcing any such provisions.

15. Complete Agreement. This Agreement contains the complete and integrated understanding and agreement between the parties and supersedes any understanding, agreement or negotiation whether oral or written not set forth herein.

16. Modification of Agreement. This Agreement may be modified by a Change Order as provided in Section 1, or by a writing that is signed by authorized representatives of the City and the Consultant.

17. Severability. If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void, insofar as it is in conflict with said laws, the remainder of the Agreement shall remain in full force and effect.

18. Notices.

A. Notices to the City of Lake Forest Park shall be sent to the following address:

City of Lake Forest Park
 Attn: Katie Phillips, Project Manager
 Department of Public Works
 17425 Ballinger Way NE
 Lake Forest Park, WA 98155

B. Notices to the Consultant shall be sent to the following address:

Conсор North America, Inc.
 Attn: Jake Colberg
 600 University Street Suite #300
 Seattle, WA 98101

19. Venue. This Agreement shall be governed by the law of the State of Washington and venue for any lawsuit arising out of this Agreement shall be in King County.

20. Counterpart Signatures. This Agreement may be executed in one or more counterparts, including by facsimile, scanned or electronic signatures, each of which shall be deemed an original and all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the City and Consultant have executed this Agreement as of the last date signed below.

<p>CITY OF LAKE FOREST PARK WASHINGTON</p> <p>By: _____ Thomas French, Mayor</p> <p>_____ Date</p>	<p>CONSULTANT:</p> <p>Conсор North America, Inc.</p> <p>By: _____ Typed/Printed Name:</p> <p>_____ Signature</p> <p>_____ Title</p> <p>_____ Date</p>
<p>ATTEST:</p> <p>_____ Matthew McLean, City Clerk</p> <p>Date: _____</p>	

APPROVED AS TO FORM:

Kim Adams Pratt, City Attorney

Date: _____

EXHIBIT A - Professional Services Agreement

SCOPE OF SERVICES BEACH DRIVE LIFT STATION, 30 PERCENT DESIGN CITY OF LAKE FOREST PARK

Introduction/General/Background

Conсор North America Inc. (Conсор) has developed this Scope of Services and accompanying fee estimate to provide 30 percent design engineering services for the Beach Drive Lift Station project (Project) for the City of Lake Forest Park (City). The scope and fee have been developed based on Conсор's understanding of the project through delivery of the conceptual design and the City's decision to move forward with Option 1A, which includes a new lift station and approximately 410 feet of new gravity sewer. The project includes design criteria development, Preliminary Design Report, 30 percent level drawings, specifications table of contents, opinion of probable project cost, and permitting requirements matrix.

The consultant team is led by Conсор as the prime consultant and includes sub-consultants CG Engineering for structural engineering services, R&W Engineering for electrical, instrumentation, and controls services, Herrera Environmental Consultants for permitting services, Ciani & Hatch Engineering for geotechnical services, and Cultural Resource Consultants for cultural resources services.

Project Understanding and Assumptions

The City owns and operates two lift stations located in Beach Drive NE along the northern shore of Lake Washington. The two lift stations are well past their intended operating lives, both being constructed in 1961 and more recently being rehabilitated in 2002. The City intends to consolidate to a single lift station.

In addition to the main goal of consolidating to one lift station, there are a number of secondary goals which the City wants to achieve with this project:

- Address power supply issues causing problems with existing telemetry equipment and install a backup power generator.
- Abandon the 8-inch diameter gravity sewer lake line currently in use and replace it with a gravity sewer line in Beach Drive.
- Replace the shared side sewers served by the lake line with individual side sewers that drain to a new gravity sewer line in Beach Drive.
- Design the new lift station within the City right-of-way in Beach Drive so that there is minimal impact on the City's future Lakefront Park.

Addressing the secondary goals is dependent on multiple factors, including cooperation of homeowners in the project area.

Scope of Services

To maximize the available information and consequently to minimize costs associated with the Project, all tasks include the following four (4) components:

- Objective: Summary of the goals that will be achieved by each task.
- Activities: Specific project elements and efforts that will be completed by the Consor project team.
- Deliverables: The finished product that will be delivered to the City.
- Assumptions: Assumptions used to develop each task.

Task 1 - Project Management

Objective

Provide overall leadership and team strategic guidance aligned with City staff objectives. Coordinate, monitor, and control the project resources to meet the technical, communication, and contractual obligations required for developing and implementing the project scope.

Activities

1.1 Invoices/Status Reports

Prepare monthly invoices, including expenditures by task, hours worked by project personnel, and other direct expenses with the associated backup documentation. Monthly status reports to accompany each invoice and include comparisons of monthly expenditures and cumulative charges to budget by Task, and sub-consultant participation. Monthly status reports to include schedule updates, when applicable.

1.2 Project Kickoff Meeting

Prepare for and attend project kickoff meeting with staff and key team members. Consor to prepare for, attend, and lead the kickoff meeting. Prepare a detailed meeting agenda and distribute before the kickoff meeting for City review. Prepare and distribute minutes after the meeting.

1.3 Coordination with City Staff

Coordinate with City staff through bi-weekly status reports, monthly status meetings, weekly telephone communication, and email during the project. City PM to be copied on all email communications with City staff.

1.4 Coordination with Subconsultants

Coordinate with subconsultants on specific tasks, scope, and budget. Conduct progress meetings as appropriate.

1.5 Decision Log

Develop, maintain, and monitor a decision log to document major project decision. Decision log will be a Microsoft Excel file with access provided to the consulting team and City staff.

1.7 Quality Management

Perform quality management at key milestones and on project deliverables.

Task Deliverables

- Monthly invoice and status report covering:
 - Work on the project performed during the previous month.
 - Meetings attended.
 - Problems encountered and actions taken for their resolution.
 - Potential impacts to submittal dates, budget shortfalls or optional services.
 - Updated monthly schedule, when applicable.
 - Issues requiring project team action.
- Kickoff meeting agenda and minutes.
- Decision log form.

Assumptions

- Notice to Proceed date by September, 2024.
- Project duration is anticipated to be five (5) months.
- Kickoff meeting will be virtual and will be attended by four (4) members of the Consor team.
- Non-weekly meeting agenda will be submitted to the City in advance of meetings and workshops for City review and input.
- City reviews:
 - Review period for deliverables is ten (10) working days.
 - City review comments will be compiled into a single document before submitting to Consor.
- Monthly one-hour meetings will be held with Consor's Project Manager and Project Engineer, pertinent to the topic project team staff, and the City Project Manager; four (4) meetings are assumed. Meetings will occur virtually via telephone or Microsoft Teams.
- Assume five (5) progress payments/status reports.

Task 2 – Preliminary Design

Objective

Develop a preliminary design that incorporates the City's preferences, requirements, and constraints. This task is the start of the project's detailed design process and key design discipline leads begin their development of the design concept. The developed preliminary design establishes the general scope, scale and relationships among the project components, and includes discipline specific design ideas so that major design decisions such as equipment spacing, type/configuration, redundancy, and O&M preferences can

be made by the City. Another objective of this task is to identify the permitting and cultural resources requirements and outline the preliminary permitting schedule.

Activities

2.1 Preliminary Design Criteria and Drawings

Coordinate with City staff on key design elements, design criteria, and development of preliminary plans to the approximate 30 percent design completion level for approximately 21 of 52 estimated final design plan sheets (the full preliminary drawing list is included as **Exhibit C**), including:

- General Sheets, including the Design Criteria (three sheets).
- Site and Yard Piping Plans (one sheet).
- Influent Sewer and Force Main Plans and Profiles (three sheets).
- Structural plans and sections (four sheets).
- Mechanical plans and sections (four sheets).
- Electrical plans (four sheets).

2.2 Preliminary Design Report

Prepare the Preliminary Design Report and associated preliminary design documents by compiling the work developed in Task 2. Include the following in the Preliminary Design Report:

- Introduction and Background
- Project Description and Design Criteria
- Preliminary Design Drawings
- Preliminary Permit Requirements
- Specifications Table of Contents
- American Association of Cost Engineers (AACE) International Class 3 cost opinion with an anticipated accuracy range of -20 percent to +30 percent.
- Estimated construction schedule

Prepare for and attend Preliminary Design workshop at City offices and/or virtually to review the draft Preliminary Design Report.

Task Deliverables

- Meetings/workshop agendas and summaries
- Draft and final Preliminary Design Report in PDF format

Assumptions

- City Involvement:
 - Provide supporting information pertinent to the project.
 - Coordinate and verify the elevation of the Lake Forest Park Civic Club’s existing side sewer lines, and the elevation of the existing gravity line to the west of Lift Station 16 in Beach Drive.
 - Attend workshop and meetings.
 - Review workshop agendas and meeting summaries.
- A total of one workshop is anticipated and will be attended by up to four (4) Consor team members.

Task 3 – Subconsultants

Objective

Provide for the specialty services provided by Consor subconsultants for the project.

Activities

3.1 Structural Engineering Services

See attached **Exhibit D** for structural engineering services provided by CG Engineering.

3.2 Electrical, Instrumentation, and Controls Engineering Services

See attached **Exhibit E** for electrical, instrumentation, and controls engineering services provided by R&W Engineering.

3.3 Environmental and Permitting Services

See attached **Exhibit F** for permitting services provided by Herrera Environmental Consultants.

3.4 Cultural Resources Services

See attached **Exhibit G** for cultural resources services provided by Cultural Resource Consultants.

3.4 Geotechnical Services

See attached **Exhibit H** for permitting services provided by Ciani & Hatch Engineering.

Deliverables

- See attached subconsultant Scopes of Services.

Assumptions

- See attached subconsultant Scopes of Services.

Task 4 – Unanticipated Services

Objective

Unanticipated services authorized under this task are at the City’s discretion. Consor will provide scope and fee estimate for additional services when requested by the City and will commence work only when written authorization is provided by the City.

Project Schedule

Conсор will begin work on the project upon receiving Notice to Proceed. A preliminary project schedule is shown in the following table.

Item	Date
Notice to Proceed	September, 2024
Geotechnical Study	September – November, 2024
30% Design	October – January, 2024
Closeout	January, 2024

Budget

Payment will be made at the Billing rates for personnel working directly on the project, which will be made at the Consultant’s Hourly Rates, plus Direct Expenses incurred. Billing rates are as shown in the following table. Subconsultants will be charged at actual costs plus a 10 percent fee to cover administration and overhead. Direct expenses will be paid at the rates shown in the table below. The detailed Fee Estimate is included as **Exhibit B**.

2024 SCHEDULE OF CHARGES

Personnel:

Labor will be invoiced by staff classification at the following hourly rates, which are valid from January 1, 2024 through December 31, 2024. After this period, the rates are subject to adjustment.

<u>Billing Classifications</u>	<u>2024 Rates</u>	<u>Billing Classifications</u>	<u>2024 Rates</u>
Principal Engineer VI	\$355	Construction Manager X	\$314
Principal Engineer V	\$334	Construction Manager IX	\$292
Principal Engineer IV	\$316	Construction Manager VIII	\$276
Principal Engineer III	\$298	Construction Manager VII	\$266
Principal Engineer II	\$281	Construction Manager VI	\$247
Principal Engineer I	\$267	Construction Manager V	\$228
Professional Engineer IX	\$257	Construction Manager IV	\$216
Engineering Designer IX	\$248	Construction Manager III	\$197
Professional Engineer VIII	\$244	Construction Manager II	\$182
Engineering Designer VIII	\$237	Construction Manager I	\$154
Professional Engineer VII	\$233	Quality Control Compliance Specialist	\$190
Engineering Designer VII	\$225	Inspector VII	\$228
Professional Engineer VI	\$222	Inspector VI	\$210
Engineering Designer VI	\$214	Inspector V	\$190
Professional Engineer V	\$210	Inspector IV	\$176
Engineering Designer V	\$203	Inspector III	\$156
Professional Engineer IV	\$198	Inspector II	\$142
Engineering Designer IV	\$194	Inspector I	\$122
Professional Engineer III	\$191	Technician IV	\$191
Engineering Designer III	\$191	Technician III	\$174
Engineering Designer II	\$180	Technician II	\$151
Engineering Designer I	\$168	Technician I	\$133
Principal III	\$361	Project Coordinator IV	\$185
Principal II	\$323	Project Coordinator III	\$168
Principal I	\$287	Project Coordinator II	\$151
Project Manager IV	\$271	Project Coordinator I	\$139
Project Manager III	\$254	Administrative III	\$139
Project Manager II	\$226	Administrative II	\$128
Project Manager I	\$198	Administrative I	\$114
Cost Estimator III	\$301		
Cost Estimator II	\$244		
Cost Estimator I	\$185		

Project Expenses:

Expenses incurred that are directly attributable to the project will be invoiced at actual cost. These expenses include the following:

CADD Hardware/Software	\$18.00/hour
Modelling and GIS Hardware/Software	\$10.00/hour
Mileage	Current IRS Rate
Postage and Delivery Services	At Cost
Printing and Reproduction	At Cost
Travel, Lodging, and Subsistence	At Cost

Outside Services:

Outside technical, professional, and other services will be invoiced at actual cost-plus 10 percent to cover administration and overhead.

EXHIBIT B

BEACH DRIVE LIFT STATION 30% DESIGN CITY OF LAKE FOREST PARK PROPOSED FEE ESTIMATE

	LABOR CLASSIFICATION (HOURS)						Labor	Subconsultants					Subconsultant Multiplier % Markup	Subconsultant Total with Markup	Expenses	CADD Units \$18/hr	Total	
	Principal Engineer VI	Engineering Designer II	Project Coordinator I	Engineering Designer VI	Administrative III	Hours		Structural	E&IC	Permitting/Critical Areas	Geotech	Cultural Resources						
Task 1 - Project Management																		
Task 1.1 - Invoices/Status Reports	5				6	11	\$ 2,609							1.1	\$ -	\$ -	\$ -	\$ 2,609
Task 1.2 - Project Kickoff Meeting	1	2				3	\$ 715							1.1	\$ -	\$ -	\$ -	\$ 715
Task 1.3 - Coordination with City Staff	4					4	\$ 1,420							1.1	\$ -	\$ -	\$ -	\$ 1,420
Task 1.4 - Coordination with Subconsultants	4					4	\$ 1,420							1.1	\$ -	\$ -	\$ -	\$ 1,420
Task 1.5 - Decision Log	1	2				3	\$ 715							1.1	\$ -	\$ -	\$ -	\$ 715
Task 1.6 - Quality Management	16					16	\$ 5,680							1.1	\$ -	\$ -	\$ -	\$ 5,680
Task 1 Subtotal	31	4	0	0	6	41	\$ 12,559	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ 12,559
Task 2 - Preliminary Design																		
Task 2.1 - Preliminary Design Criteria and Drawings	4	70		92		166	\$ 33,722							1.1	\$ -	\$ -	\$ 1,663	\$ 35,385
Task 2.2 - Preliminary Design Report	2	28	4	8		42	\$ 8,018							1.1	\$ -	\$ -	\$ 144	\$ 8,162
Task 2 Subtotal	6	98	4	100	0	208	\$ 41,740	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 1,807	\$ 43,547
Task 3 - Subconsultants																		
Task 3.1 - Structural Engineering Services						0	\$ -	\$ 19,570						1.1	\$ 21,527	\$ -	\$ -	\$ 21,527
Task 3.2 - Electrical, Instrumentation, and Controls Engineering						0	\$ -		\$ 17,470					1.1	\$ 19,217	\$ -	\$ -	\$ 19,217
Task 3.3 - Permitting and Critical Areas Services						0	\$ -			\$ 33,191				1.1	\$ 36,510	\$ -	\$ -	\$ 36,510
Task 3.4 - Geotechnical Services						0	\$ -				\$ 57,600			1.1	\$ 63,360	\$ -	\$ -	\$ 63,360
Task 3.5 - Cultural Resources Services						0	\$ -					\$ 7,595		1.1	\$ 8,355	\$ -	\$ -	\$ 8,355
Task 3 Subtotal	0	0	0	0	0	0	\$ -	\$ 19,570	\$ 17,470	\$ 33,191	\$ 57,600	\$ 7,595		\$ 148,969	\$ -	\$ -	\$ 148,969	
Task 4 - Unanticipated Services																		
Task 4.1 - Unanticipated Services						0	\$ -							1.1	\$ -	\$ 20,000	\$ -	\$ 20,000
Task 4 Subtotal	0	0	0	0	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 20,000	\$ -	\$ 20,000	
TOTAL - ALL TASKS	37	102	4	100	6	249	\$ 54,299	\$ 19,570	\$ 17,470	\$ 33,191	\$ 57,600	\$ 7,595		\$ 148,969	\$ 20,000	\$ 1,807	\$ 225,074	

EXHIBIT C - PRELIMINARY DRAWING LIST

SHEET NO.	SHEET	GENERAL	30% Design	60% Design	90% Design	100% Design	Bid Documents
			30	52	52	52	52
1	G-001	COVER SHEET	X	X	X	X	X
2	G-002	SHEET INDEX AND AREA DESIGNATIONS	X	X	X	X	X
3	G-003	SYMBOLS AND LEGEND	X	X	X	X	X
4	G-004	ABBREVIATIONS	X	X	X	X	X
5	G-005	GENERAL NOTES AND DESIGN CRITERIA	X	X	X	X	X
6	G-006	EXISTING SITE PLAN	X	X	X	X	X
EROSION CONTROL							
7	E-001	TESC NOTES AND PLAN		X	X	X	X
8	E-002	TESC DETAILS		X	X	X	X
CIVIL							
9	C-001	CIVIL NOTES		X	X	X	X
10	C-002	SITE AND YARD PIPING PLAN - 1	X	X	X	X	X
11	C-003	SITE AND YARD PIPING PLAN - 2	X	X	X	X	X
12	C-004	INFLUENT SEWER PLAN AND PROFILE - 1	X	X	X	X	X
13	C-005	INFLUENT SEWER PLAN AND PROFILE - 2	X	X	X	X	X
14	C-006	FORCE MAIN PLAN AND PROFILE - 1	X	X	X	X	X
15	C-007	FORCE MAIN PLAN AND PROFILE - 2	X	X	X	X	X
16	C-008	CIVIL DETAILS - 1	X	X	X	X	X
17	C-009	CIVIL DETAILS - 2	X	X	X	X	X
STRUCTURAL							
18	S-001	ABBREVIATIONS, GENERAL NOTES & SYMBOLS	X	X	X	X	X
19	S-002	STRUCTURAL NOTES	X	X	X	X	X
20	S-003	STRUCTURAL PLAN - 1	X	X	X	X	X
21	S-004	STRUCTURAL PLAN - 2	X	X	X	X	X
22	S-005	STRUCTURAL SECTIONS - 1	X	X	X	X	X
23	S-006	STRUCTURAL SECTIONS - 2	X	X	X	X	X
24	S-007	STRUCTURAL DETAILS - 1		X	X	X	X
25	S-008	STRUCTURAL DETAILS - 2		X	X	X	X
PROCESS							
26	D-001	ABBREVIATIONS, GENERAL NOTES & SYMBOLS	X	X	X	X	X
27	D-002	MECHANICAL EQUIPMENT SCHEDULES	X	X	X	X	X
28	D-003	MECHANICAL PLAN - 1	X	X	X	X	X

EXHIBIT C - PRELIMINARY DRAWING LIST

			30% Design	60% Design	90% Design	100% Design	Bid Documents
29	D-004	MECHANICAL PLAN - 2	X	X	X	X	X
30	D-005	MECHANICAL SECTIONS	X	X	X	X	X
31	D-006	MECHANICAL DETAILS - 1		X	X	X	X
32	D-007	MECHANICAL DETAILS - 2		X	X	X	X
ELECTRICAL							
33	E-001	ELECTRICAL SYMBOLS AND ABBREVIATIONS	X	X	X	X	X
34	E-002	EI&C NOTES	X	X	X	X	X
35	E-003	ONE-LINE DIAGRAM	X	X	X	X	X
36	E-004	ELECTRICAL PLAN	X	X	X	X	X
37	E-005	CABLE SCHEDULE		X	X	X	X
38	E-006	LIFT STATION ELEVATION		X	X	X	X
39	E-007	DISCONNECT PANEL		X	X	X	X
40	E-008	ELECTRICAL DETAILS - 1		X	X	X	X
41	E-009	ELECTRICAL DETAILS - 2		X	X	X	X
42	E-010	MCC DIAGRAM		X	X	X	X
INSTRUMENTATION							
43	I-001	SYMBOLS AND ABBREVIATIONS		X	X	X	X
44	I-002	P&ID	X	X	X	X	X
45	I-003	CONTROL PANEL LAYOUT - 1		X	X	X	X
46	I-004	CONTROL PANEL LAYOUT - 2		X	X	X	X
47	I-005	CONTROL PANEL WIRING AND NETWORK DIAGRAM		X	X	X	X
48	I-006	DISCRETE INPUT 1 WIRING DIAGRAM		X	X	X	X
49	I-007	DISCRETE INPUT 2 WIRING DIAGRAM		X	X	X	X
50	I-008	DISCRETE OUTPUT WIRING DIAGRAM		X	X	X	X
51	I-009	ANALOG INPUT WIRING DIAGRAM		X	X	X	X
52	I-010	ANALOG OUTPUT WIRING DIAGRAM		X	X	X	X



civil & structural
engineering & planning

June 06, 2024

Conсор

Jake Colberg, Project Manager
600 University Street, Suite 300
Seattle, WA 98101
206.462.7030
jake.colberg@consoreng.com

Project

City of Lake Forest Park
Beach Drive Lift Station
Lake Forest Park, WA 98155

Scope of Work

CG Engineering will provide preliminary structural engineering design for the new Beach Drive Lift Station. We anticipate that the wet/drywell lift station will have a footprint of approximately 10' x 15', and a depth of approximately 25' into the ground. It is our understanding that the control equipment will be located within the drywell, and therefore an above-ground building will not be part of the overall project. The structural design of a support slab for a new emergency generator will, however, be part of this scope, including seismic anchorage. The subgrade lift station itself will consist of a concrete mat foundation, concrete walls, and a concrete lid.

As part of preliminary design, CG Engineering will provide structural drawings consisting of plans, sections, and basic details, along with a 30% structural cost estimate. We anticipate there will be approximately 4 to 6 drawings sheets for preliminary design. Additional structural consultation will be part of this scope of work, including review of the site plan and survey, review of the geotechnical recommendations, participation in project discussions, and the overall structural review and evaluation of the proposed improvements. We will also assist in the development of the structural portion of the preliminary design report. We have included time in the scope of work for up to (4) virtual team meetings.

Preliminary Structural Design Fee = \$19,570.00 (NTE)

Assumptions

- This scope is limited to preliminary design level documents.
- Formal specifications are not part of this scope of work. We will provide a table of contents for the proposed structural specifications.
- Geotechnical recommendations will be provided prior to design.
- AutoCad compatible floor and site plans will be provided for our use.
- Shoring, if required, will be the contractor's responsibility as part of bidder design. Shoring design and drawings are not part of this scope of work.
- The design of site walls, detention vaults, or other site structures are not included in this scope of work.
- Visits to the site or in-person meetings will not be required as part of preliminary design.

2024 Schedule of Charges

<u>Personnel Charges</u>	<u>Hourly Rate</u>
Managing Principal	\$250.00
Principal	\$235.00
Associate Principal	\$220.00
Project Manager	\$205.00
Structural Engineer III	\$175.00
Structural Engineer II	\$145.00
Structural Engineer I	\$115.00
Civil Engineer III	\$175.00
Civil Engineer II	\$145.00
Civil Engineer I	\$115.00
Planner III	\$175.00
Planner II	\$145.00
Planner I	\$115.00
CAD Drafter III	\$135.00
CAD Drafter II	\$115.00
CAD Drafter I	\$ 95.00
Clerical	\$ 90.00

Rates are subject to change on a yearly basis.

**CITY OF LAKE FOREST PARK BEACH DRIVE LIFT STATION
STRUCTURAL ENGINEERING
LEVEL OF EFFORT
CG ENGINEERING**

TASK	LABOR CLASSIFICATION (HOURS)					Total Hours	ESTIMATED FEES
	Principal	Project Manager	SE III	CAD Drafter II	Clerical		Total Cost
	\$235	\$205	\$175	\$115	\$90		
Preliminary Design Phase							
Correspondence & Coordination w/ Prime Consultant & Team	4	4				8	\$1,760.00
Develop Preliminary Structural Drawings	4	12	40	16		72	\$12,240.00
Structural Narrative (Part of Preliminary Design Report)	2	4				6	\$1,290.00
Team Meetings (Assume 4 Virtual Meetings)	4	4				8	\$1,760.00
Team Structural Consultation & Review of Geo Report	2	4				6	\$1,290.00
Structural Cost Estimate		6				6	\$1,230.00
TOTAL ANTICIPATED DESIGN EFFORT	16	34	40	16	0	106	\$19,570.00



June 6, 2024

483-P24-007

Conсор
One SW Columbia St., Suite 1700
Portland, OR 97204

Attention: Jake Colberg

Subject: Beach Drive LS – Preliminary Design (30%) – Revision 1

Dear Jake:

R&W Engineering, Inc. is pleased to provide you with the following proposal for professional electrical engineering services. We have included our scope of work, fee proposal, rate schedule, and our standard terms and conditions for your use. We look forward to the opportunity to work with you on this project.

This proposal supersedes all other proposal for the same project which have an earlier date or lower revision index.

Project Understanding:

Project Location: Lake Forest Park, WA

Project Description: Provide the electrical and Instrumentation & Control (I&C) design to a 30% level effort for a below grade, dry well/wet well waste water pumping station (Lift Station). Lift Station to include an outdoor rated, sound-attenuating enclosed standby power generator on the site, and a sump pump located at the bottom of the dry well side of the station. Lift station will house the electrical and controls equipment in the dry well side (upper “floor”), exclusive of the utility power meter, service disconnect, and possibly the Automatic Transfer Switch (ATS), which will be located on site, outside of the Lift Station. It is assumed the 30% design will require (4) electrical drawings.

In addition to the drawings, a “Preliminary Design Report” will be developed by Conсор; R&W will provide input for the electrical and control portions of the report, as requested.

Client Contact: Email from Jake Colberg to Jeff Howard on 5/24/2024 with (2) attachments: Beach Drive Lift Station Scope and Fee.pdf and Options Analysis Memorandum.pdf.

Scope of Work:

1. Preliminary Design
 - 1.1. Attend a kick-off meeting, led by Conсор to go over project objectives, expectations, deliverables, and schedule. Meeting is assumed to be up to (2) hours in duration and to be held virtually.
 - 1.2. Conduct up to (1) site visit, if necessary, to examine existing conditions and gather data for coordination with electrical utility.
 - 1.2.1. Contact serving power utility to determine available power configuration, if necessary.
 - 1.3. Coordinate electrical design with the project design team.
 - 1.3.1. Attend up to (2) coordination meetings. Meetings are assumed to be up to (1) hour in duration and to be held virtually.
 - 1.3.2. Coordinate, as needed, via e-mail and/or telephone.
 - 1.3.3. Begin preliminary sizing calculations for standby generator at Lift Station.
 - 1.4. Coordinate the control system/SCADA design with the project design team and the owner.
 - 1.4.1. Specific coordination meetings are not anticipated, but control system/SCADA coordination to be included as part of the coordination meetings listed above.
 - 1.5. Prepare 30%-Level electrical drawings for coordination and review. Drawing review sets to be delivered in PDF format. Anticipated 30%-level drawings include:
 - 1.5.1. Legend and Abbreviations
 - 1.5.2. Preliminary One-Line Diagram
 - 1.5.3. Preliminary Site Plan
 - 1.5.4. Preliminary Lift Station Equipment Layout
 - 1.6. Provide an electrical Specification Table of Contents for the anticipated electrical and I&C technical specification sections only. No actual specifications to be provided under this work.
 - 1.7. Provide a 30%-level opinion for cost of construction for the electrical and control/SCADA systems.

- 1.8. Provide input, as requested, on the electrical and controls/SCADA sections of the preliminary design report, prepared by Conсор.
- 1.9. Attend up to (1) 2-hour, review/workshop meetings with the project design team and owner. Meeting is assumed to be virtual and is in addition to the other coordination meetings, listed above.

Assumptions:

- 1. Any item not specifically listed in the Scope is not part of the scope for the project. Any request for services not specifically listed in the scope will be considered additional services.
- 2. All printing, copying and reproduction of documents for permitting, bidding and any purpose other than client review of R&W work progress will be done by others.
- 3. The fee listed assumes a single and continuous design effort for a building or project similar to that described. Any changes to the building/project, building/project background, program, use, etc. that occur after substantial completion of the design for the building/project or any portion of the building/project will constitute additional services. Any stopping of work or "shelving" of the project and restarting work will constitute additional services.
- 4. Project backgrounds (station, site, etc.) will be provided to R&W in an electronic format compatible with AutoCAD 2020.
- 5. Any required drawing standards will be provided to R&W Engineering by Conсор within 2 weeks of notice to proceed. If no drawing standards are provided, we will proceed with the drawing standards we have on file. Should drawing standards change during design, additional fee may be required.

Exclusions:

- 1. Design services beyond 30% level effort, bidding support, and services during construction. These phases will be handled under separate proposal processes.
- 2. Anything not specifically listed above.

Fee Proposal:

R&W proposes to provide the services listed above on a time and material, not to exceed without prior authorization basis. The fees shall be as listed in the summary below.

Preliminary (30%) Design Documents.....\$17,470.00

For the purpose of time and material work and any hourly work agreed to beyond this scope, the enclosed billing rates shall be considered as our standard rates. Our standard rates shall be subject to annual revision.

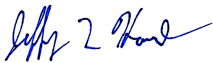
Project Billing Setup:

Upon signed contract, please indicate your preferred invoicing method, if no method is selected, invoicing will default to email only:

- Email Invoice sent to: billing@consoreng.com
- Hardcopy Mailed Invoice sent to: [One SW Columbia St., Ste 1700, Portland, OR 97204](#)
- Both Email and Hardcopy Invoice to above confirmed contacts

Please feel free to call with any questions that you might have. Again, we look forward to working with you on this project.

Sincerely,



R&W Engineering, Inc.



R&W accepts credit cards for payment of services. Our system will accept American Express, Visa, Master Card, and Discover.

Enclosures: Rate Schedule



2024 HOURLY BILLING RATES

PRINCIPAL _____	\$225.00/hr
PROJECT MANAGER _____	\$200.00/hr
SENIOR ENGINEER II _____	\$185.00/hr
SENIOR ENGINEER I _____	\$150.00/hr
ENGINEER _____	\$135.00/hr
SENIOR TECHNICIAN II _____	\$145.00/hr
SENIOR TECHNICIAN I _____	\$120.00/hr
TECHNICIAN/DESIGNER _____	\$105.00/hr
PROJECT SUPPORT _____	\$87.50/hr
CAD II _____	\$105.00/hr
CAD I _____	\$90.00/hr
CLERICAL _____	\$60.00/hr
MILEAGE _____	IRS ALLOWABLE EXPENSES PLUS 10%
OTHER EXPENSES _____	COST PLUS 10%

Expires: December 31, 2024

BEACH DRIVE LIFT STATION, LAKE FOREST PARK

Herrera Environmental Consultants (Herrera) has prepared this scope of work and budget estimate to provide critical areas fieldwork and documentation in support of Option 1A of the Beach Drive Lift Station Project (Project) in the City of Lake Forest Park (City) to Consor North America, Inc. (Conсор, Client). The Project area is located across nine tax parcels; however, the study area for this scope of work encompasses only six parcels located north of Lake Washington at 17350, 17356, 17358, 17360, 17364, and 17335 Beach Drive NE, Lake Forest Park, Washington. Critical areas fieldwork and significant tree surveys on the remaining tax parcels within the project area at 17347, 17345, and 17337 Beach Drive NE has already been completed by others.

This scope of work includes a discussion of the activities, assumptions, deliverables, and a schedule associated with this project.

Assumptions

- The City has already completed critical areas delineations and significant tree surveys for three city-owned parcels within the project area: 17347, 17345, and 17337 Beach Drive NE, Lake Forest Park, Washington. These parcels will not be investigated by Herrera. This proposal assumes the critical areas information prepared for these three parcels is adequate for permitting.
- Upon notice to proceed, the Client will provide Herrera with the AutoCAD files for the 17347, 17345, and 17337 Beach Drive NE that include all surveyed features, including wetlands, shoreline, stream, buffers, and significant trees.
- The Client will provide Herrera with the critical areas report or memorandum for the properties at 17347, 17345, and 17337 Beach Drive NE that were documented by others.

Task 1.0 – Project Management

Consor's project manager, Jake Colberg, is the main client contact for Herrera. Liliana Hansen is Herrera's project manager and Christina Merten is Herrera's principal in charge for this project.

Project management for this phase will consist of overseeing task progress, internal team communications, monthly invoice and progress reports, and client/team meetings. Herrera will conduct a kickoff meeting prior to initiating fieldwork (Task 3) with Consor and the City to confirm project details, confirm property access permission, and fieldwork timing. Herrera's project manager will have phone and email communication with the Client for up to 3 months.

SCOPE OF WORK

Assumptions

- A 1-hour kickoff meeting will be attended by Herrera's project manager and one biologist and will be hosted virtually.
- Up to three additional team meetings attended by Herrera's project manager will be conducted virtually, lasting up to 1 hour each.

Deliverables and Schedule

- Kickoff meeting notes via email: 1 week following kickoff meeting.
- Project work is anticipated to take up to 3 months to complete and will begin once contract approval is received (anticipated September 2024).

Task 2.0 – Background Data Collection

Herrera will review existing documents and data related to onsite wetlands, streams, and shoreline, as well as previously delineated critical areas at 17347, 17345, and 17337 Beach Drive NE, associated with the development of a future City park. In addition to City-sourced documentation, other existing and available public agency environmental data and mapping resources applicable to the Project site and its immediate vicinity will be reviewed. Representative agency-sourced environmental data resources to be reviewed may include:

- City of Lake Forest Park data resources, as available, including GIS layers, maps, aerial photographs, and prior critical areas reports.
- U.S. Department of Agriculture, Natural Resources Conservation Service Soil Surveys.
- Washington Department of Fish and Wildlife's Priority Habitat and Species (PHS) maps.
- Washington State Department of Natural Resources Water Typing maps and Natural Heritage Program data.
- U.S. Fish and Wildlife Service's National Wetland Inventory and site-specific iPac reporting regarding native plant and or wildlife species and or associated critical habitat that is protected according to provisions of the Endangered Species Act.
- National Oceanic and Atmospheric Administration - Fisheries listing of species and associated critical habitats that are within their jurisdiction for Endangered Species Act protection within the project vicinity.

Assumptions

- The City will provide any other critical area permitting documents for known proposals on adjacent properties, including the three parcels delineated by others, listed above, upon notice to proceed.

SCOPE OF WORK

Deliverables

- Results of background data collection will be incorporated into the Critical Areas Report for the six parcels in the study area included as part of Task 4.

Task 3.0 – Critical Area Fieldwork

Herrera will delineate wetlands and shorelines (Lake Washington) within the designated study area. Adjacent areas within 200 feet of the study area will be observed from study area boundaries but not flagged. Herrera will collect notes on wetlands and streams within 200 feet of the study area (depending on visibility) to provide general information on mapping approximate wetland locations and rating wetlands to determine buffers for those areas within 200 feet of the study area. Wetlands will be delineated based on the *1987 U.S. Army Corps of Engineers (USACE) Wetlands Delineation Manual and Western Mountains, Valleys, and Coast Region Supplement* and rated based on the *2014 Department of Ecology Rating Forms for Western Washington, Version 2* (Ecology Rating Form). Wetland buffers will be determined utilizing the Ecology Rating Form, per the City of Lake Forest Park Municipal Code (LFPMC), Chapter 16.16.

The ordinary high water mark (OHWM) of Lake Washington and Lyon Creek will be flagged based on the Department of Ecology (Ecology) guidance – *Determining the Ordinary High Water Mark for Shoreline Management Act Compliance in Washington State* (2016). The Shoreline buffer will be determined based on the City of Lake Forest Park Shoreline Master Program, LFPMC 16.18 and the stream buffer will be determined based on LFPMC 16.16.

Delineated wetlands, streams, and shoreline will be marked in the field with stakes or flagging. Herrera biologists will collect data on soils, hydrology, vegetation, and OHWM indicators and record data on wetland determination forms and field notes. Herrera biologists will document wetlands, the shoreline, and uplands with site photographs. Wetland, shoreline, and sample plot locations will be mapped utilizing a Global Positioning System (GPS) unit with sub-meter accuracy under ideal conditions (e.g., no forest canopy, multiple satellites.).

Within the study area, significant trees will be located with a GPS unit, identified as deciduous or conifer, and their diameter at breast height (DBH) measured and recorded. Significant trees include those greater than 6 inches DBH, per LFPMC 16.14.030. Significant trees in the north portion of 17335 Beach Drive NE were previously surveyed with DBH by others and will not be documented by Herrera. All remaining significant trees at 17335 Beach Drive NE will be identified and mapped by Herrera with GPS.

Assumptions

- GPS equipment will provide accuracy within 1 meter. If canopy coverage or satellite coverage does not allow for this level of accuracy, professional land survey could be necessary to capture

SCOPE OF WORK

significant trees or delineated critical area boundaries that are within 5 feet of proposed project actions. Consor will be responsible for contracting with professional surveyors if needed.

- Up to four wetlands will be delineated and rated within the study area. If additional wetlands are identified during the study area during fieldwork, additional scope and budget may be needed.
- Herrera will collect wetland, shoreline, and significant tree data utilizing GPS for the six parcels in the study area and provide shapefiles to the Client to incorporate into the 30-percent design.
- Wetland delineation fieldwork will be completed in two 9-hour days by two Herrera biologists, including travel.
- Significant tree mapping will be completed in two 8-hour days by one Herrera biologist/GIS specialist, including travel.
- The Client or City will obtain access permission from the six private property owners (17350, 17356, 17358, 17360, 17364 Beach Drive NE and 17335 Beach Drive NE) before the fieldwork date.
- Offsite wetlands will not be delineated/flagged, but data will be collected from study area boundaries to inform their ratings, as required by the City's Critical Areas Ordinance. Existing critical areas information provided by the City will be utilized to assist with rating off-site wetlands (to the west).
- No obstacles such as large, dense blackberry patches will restrict biologists' access during the field investigation.
- The City will obtain all necessary rights-of-entry for the field investigation.
- Critical areas reviewed will include wetlands, streams, and shorelines, but not geological hazards, frequently flooded areas, or aquifer recharge areas.

Deliverables

- A critical areas map in GIS identifying wetland, shoreline boundaries, significant trees, and sample plot locations (PDF format and Shapefile). Wetland buffers will be determined in Task 4 and provided to the client with the Critical Areas Report deliverable.

Task 4.0 – Critical Areas Report and Significant Tree Survey

A Critical Areas Report (CAR) will be prepared documenting the wetlands, streams, and shoreline delineated in Task 3 within the study area, in accordance with LFPMC 16.16. The report will include a brief description and references for methodology used, names of staff conducting the delineation, dates of fieldwork, and assessment/documentation of whether normal precipitation conditions were present at the time of delineation. The report will include existing conditions maps identifying wetlands, stream OHWM, shoreline OHWM, buffers, sample plot locations, and other pertinent existing features. The

SCOPE OF WORK

wetland delineation methodology section will refer to the 1987 Corps manual and Western Mountains, Valleys, and Coast Region Supplement.

Results will include a description of each wetland delineated including a summary of observed soils, vegetation, and hydrology at wetland and upland observation points. Results will also include a description of the shoreline including lake and riparian vegetation. The report will present U.S. Fish and Wildlife Services wetland vegetation classes and hydrogeomorphic classes. Hydrologic, water quality, and wildlife functions of each wetland identified will be described based on information recorded on Wetland Rating Forms. Wetland Rating Forms will include the required figures.

Following LFPMC 16.16 and 16.18, wetlands, streams, and the shoreline will be documented including corresponding regulated buffer widths. The report will include photographs of wetlands, streams, the shoreline, and typical upland areas. Wetland determination and rating data forms and associated figures will be included in an appendix to the report.

In accordance LFPMC 16.16.380, the report will include a discussion of fish and wildlife habitat conservation areas documented on or adjacent to the Project site parcel including endangered or threatened species identified under the Endangered Species Act and Washington state priority habitats and species identified by Washington Department of Fish and Wildlife.

The report will include a table with the significant tree description (coniferous or deciduous) and DBH. This table will correspond to the GPS-located map provided in Task 3.

Assumptions

- Herrera will incorporate one comprehensive round of comments into the final CAR.
- A mitigation plan will be prepared under a separate contract, during the 60% design phase.

Deliverables

- Draft CAR and Significant Tree Survey in Word format.
- Final CAR and Significant Tree Survey in PDF format.

Task 5.0 – Permit Matrix

Herrera will prepare a simple (1-3 pages) permit matrix in spreadsheet format outlining necessary permits, triggers, and estimated permit timelines for required permits associated with Option 1A. The

SCOPE OF WORK

permit matrix will be based on the project description and development footprint provided by the Client to determine potential impacts from Option 1A.

Deliverables

- Draft Permit Matrix in PDF format.
- Final Permit Matrix in PDF format.



Cost Estimate for Beach Drive Lift Station, Lake Forest Park
 Herrera Project No. 22-07897-002
 6/12/2024

Task No.

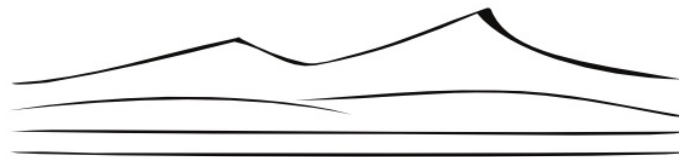
Schedule	Task Start Date		2024 Burdened Labor Rates	Task No.					Total	
	Task Start Date	Task End Date		1	2	3	4	5		
Herrera Labor based on: Burdened Labor Rates										
Staff	Labor Category									
Hansen, Liliana	Scientist IV	\$206.91	8	2	22	23	2	57		
Bartish, Nicholas	Scientist II	\$134.51	3	3	18	38	5	67		
Merten, Christina	Scientist VI	\$293.41	0	0	0	3	1	4		
Mirabile, Tina	Scientist IV	\$224.13	1	0	0	10	1	12		
Rudnick, Tracy	Project Accountant IV	\$173.65	4	0	0	0	0	4		
Jackowich, Pamela	Administrative Coordinator IV	\$143.83	0	0	0	9	0	9		
Stebbing, Rebecca	GIS Analyst II	\$128.62	0	0	24	24	0	48		
Total Hours per Task			16	5	64	107	9	201		
Subtotal Labor			\$2,978	\$817	\$10,060	\$17,373	\$1,604	\$32,832		
Subtotal Herrera Labor			\$2,978	\$817	\$10,060	\$17,373	\$1,604	\$32,832		

Item	Unit	Unit Cost					
Travel and Per Diem (PD)	Mile	\$0.67	0	0	372	0	372
Subtotal Per Diem			\$0	\$0	\$249	\$0	\$249

Item	Unit	Unit Cost					
Other Direct Costs (ODCs)							
GPS unit (Arrow 100 w/ iPad)	Day	\$85.00	0	0	1	0	1
Wetland Delineation Field Kit	Day	\$25.00	0	0	1	0	1
Subtotal ODCs			\$0	\$0	\$110	\$0	\$110

Subtotal Per Diem, Lab Costs, and ODCs

\$0	\$0	\$359	\$0	\$0	\$359
Grand Subtotal	\$2,978	\$817	\$10,419	\$17,373	\$33,191
Grand Total					\$33,191



Cultural Resource Consultants

Project Scope and Fee Proposal

Client Information

Applicant	Project Manager / Contact Name	Phone
Conсор	Jake Colberg	
Mailing Address	City, State, Zip	Email
		Jake.Colberg@consoreng.com

Project Information

Project Title	Regulatory Nexus	CRC Project Number
Beach Drive Lift Station 30 Percent Design	SEPA	2405P
Project Location		Project City
17335 - 17364 Beach Drive		Lake Forest Park, WA 98155
Section	Township	Range
10	26 N	04 E
	County	Total Project Area
	King	< 1 acre

Project Description

City of Lake Forest Park seeks to replace two aging lift stations (LS16 and LS17). For the selected option (1A), the 8-inch gravity sewer discharging into LS17’s wet well would be extended through the existing wet well to eventually terminate in a new manhole in Beach Drive adjacent to the City’s future Lakefront Park. The lift station influent line will drain into the wet well portion of a wet well/dry well concrete structure. Two horizontal dry pit submersible chopper pumps located in the structure’s dry well will draw from the wet well. From there, the sewage will discharge through a newly constructed force main to eventually terminate in the gravity sewer system to the southwest in Beach Drive. The properties at 17350, 17356, 17358, 17360, and 17364 Beach Drive NE will need to update their side sewer configuration to drain to the new gravity line in Beach Drive. Afterwards, the 8-inch diameter lake line and associated manholes will be abandoned in place. The Lake Forest Park Civic Club side sewer will also need to be replaced and updated to drain to the existing gravity sewer line in Beach Drive, southwest of LS16. Both LS16 and LS17 will be abandoned in place, along with the existing LS16 force main. A preliminary location for the new lift station in Beach Drive, adjacent to the future Lakefront Park parking lot, has been selected. The lift station’s control panel will be below-ground, encapsulated in the dry well. A backup generator will be located adjacent to the lift station to its north. Depth of the proposed gravity line in Beach Drive will range from 18 to 20 feet.

Project Schedule

Anticipated Completion Date:

September 2024-January 2025 CRC anticipates receiving notice to proceed in September. Schedule for monitoring geotechnical explorations is TBD. CRC anticipates completing the cultural resources assessment report within one month following field investigations inclusive of the monitoring.

Project Assumptions

* This scope and budget is based upon Option 1A as shown and described in the information provided on 24 May 2024. Any changes may require a change in budget to accommodate updating project information not received prior to the start of this project.

* This scope and budget is based upon the assumption that CRC's current levels of insurance liabilities are sufficient for this project (sample certificate of insurance attached).

* This scope assumes that no more than one (1) archaeological and two (2) historic sites will be identified within the project area. This budget was prepared with the assumption that no more than eight (8) shovel probes would be excavated and no more than one (1) day of archaeological monitoring of geotechnical explorations will occur. If extensive archaeological deposits are encountered or if additional shovel test probes are warranted within the project area it may be necessary to modify this agreement to accommodate additional investigations for purposes of site identification.

* This scope assumes that any available relevant project information and conceptual layouts will be provided with the signed agreement so that CRC may begin this project immediately upon receipt of signed agreement.

* This budget assumes the client will provide utility locator services, per Washington State Law (RCW 19.122), prior to CRC field investigations. CRC will provide markings in coordination with the geotechnical engineer to facilitate the locate request.

* This scope does not include additional services for impact mitigation regarding archaeological or historic sites.

* This scope assumes that no in person meetings with clients and/or stakeholders will be required.

* This scope assumes that the City will provide immediate Right Of Entry to CRC so the project may be completed within the stated project schedule.

* This scope assumes that the property is safe for CRC archaeologist to enter and free of contaminants, health hazards and other unsafe working conditions.

* If human remains are found within the project area, all CRC field investigations will cease immediately, proper authorities will be notified and CRC will not resume field investigations until applicable state laws are addressed.

Project Deliverables

CRC will provide the following project components as part of this cultural resources assessment.

Task 1 - Background Research

CRC will conduct a search on Washington Department of Archaeology and Historic Preservation's (DAHP) WISAARD system to identify recorded historic built environment, historic register listed properties, archaeological sites, cemeteries, and previously completed cultural resources assessment in proximity to the project location. CRC will review pertinent environmental, archaeological, ethnographic, and historical information appropriate to the project location from a variety of available resources. The goal of background research is to provide contextual information regarding the natural environment and cultural use of the project location, identify recorded cultural resources, and determine the potential for as-yet unrecorded cultural resources to be encountered during proposed project actions.

Task 2 - Tribal Contact

CRC will contact the cultural resources staff of Tribes that may have an interest in or information regarding the project location. This communication is intended to inform the cultural resources assessment and does not constitute government-to-government consultation. Copies of this correspondence and received responses will be included as an attachment in the cultural resources assessment.

Task 3 - Field Identification

CRC will conduct field investigations of the project location to identify any aboveground evidence of archaeological or historic sites. Investigation will include pedestrian survey, archaeological monitoring during geotechnical explorations, and subsurface excavation in amenable environments that have the potential to contain buried archaeological deposits. Methods will be consistent with DAHP guidelines. CRC will provide markings for utility locates prior to subsurface investigations.

Task 4 - Documentation of Findings

CRC will document and record identified archaeological and historic sites within the project location on DAHP archaeological and/or historic site(s) forms. All identified resources will be photo-documented and recorded in the field. Archaeological materials or deposits will be documented and reburied, if appropriate, within the find location. Cultural resources will be evaluated for significance following local, state, and/or national significance as appropriate based on the project's regulatory nexus. Documentation will be consistent with DAHP standards and will be completed on DAHP's WISAARD system.

Task 5 - Cultural Resources Assessment Report

CRC will prepare a technical memo describing background research, field methods, results of investigations, and management recommendations. The report will provide supporting documentation of findings, including maps and photographs, and will conform to DAHP reporting standards and the appropriate requirements based on the regulatory nexus. Report and support materials will be provided electronically in PDF format. An inadvertent discovery protocol and primary contacts will be provided as an attachment in the assessment. This task includes one round of consolidated comments from the client prior to the submission of the final report. CRC will assist the client in submitting the cultural resources assessment and any associated documentation to DAHP's WISAARD system.

* No cultural resources study can wholly eliminate uncertainty regarding the potential for prehistoric sites, historic properties or traditional cultural properties to be associated with a project. The information we will present within our reports is based on our years of experience and professional opinions derived from the analysis and interpretation of the documents, records, literature, and information we are able to identify and use within our report, and during our field investigation and observations to be conducted in the process of preparing our technical report. The conclusions and recommendations we present will apply to the project conditions existing at the time of our study and those reasonably foreseeable.

Project Fee

The fee for services described above is anticipated to be no more than \$ **7,595.00**

* The time frame and fee for services quote is valid for ten (10) business days.

* Monthly invoices will be provided to the client electronically.

* CRC will retain project records for three years following expiration of the agreement.



August 9, 2024

CONSOR NORTH AMERICA, INC.

600 University Street, Ste 300
Seattle, WA 98101

Attn: Jake Colberg

Transmitted via email to: Jake.Colberg@consoreng.com

Re: Scope and Fee for Geotechnical Engineering Services, Rev 1.
Beach Drive Lift Station, 30 Percent Design
Lake Forest Park, WA

Ciani & Hatch Engineering, PLLC (CHE) is pleased to submit this scope and fee estimate for geotechnical services to support 30 percent design of the Beach Drive Lift Station project (Project) for the city of Lake Forest Park (City).

PROJECT BACKGROUND

The City owns and operates two lift stations located in Beach Drive. The two lift stations were constructed in 1961, rehabilitated in 2002, and are past their intended operating lives. The City is looking to replace them with a single lift station and has completed an alternatives analysis to identify a preferred option to advance to 30 percent design. The selected alternative includes construction of a new lift station, extending to a depth of approximately 23 feet, and approximately 410 feet of new gravity sewer pipeline.

PROPOSED SCOPE OF SERVICES

The following tasks define CHE's proposed geotechnical engineering scope of services to support 30 percent design of the project.

TASK 1. GEOTECHNICAL EXPLORATION PROGRAM

CHE will execute a Geotechnical Exploration Program, which will include the following tasks:

- Develop a Geotechnical Work Plan. CHE will review readily available published geologic maps, geotechnical reports, and drawings for the Site and prepare a geotechnical work plan. The work plan will document the planned field work, schedule, traffic control, safety measures, and required subcontractors to execute the work.
- Based on initial site review, the project is located within a Landslide Hazard Critical Area. Lake Forest Park Municipal Code 16.16.230 requires a Critical Area Work Permit for advancing geotechnical explorations (soil logs) within a mapped critical area. CHE will prepare a critical area permit justification memo to support the permit application package.
- Prepare and submit a City of Lake Forest Park Right-Of-Way (ROW) Permit application package, including supporting figures and traffic control plans. The application package will be submitted for the City's review and approval.

- Coordinate the clearance of underground utilities at our proposed exploration areas. Exploration locations will be marked in the field and the Washington Utilities Coordinating Council's "One Call" locating service will be contacted.
- Explore the subsurface soil and groundwater conditions by advancing two geotechnical borings to depths of 35 to 45 feet below ground surface. One boring will be completed with a standpipe piezometer groundwater monitoring well. Total drilled footage will not exceed 80 feet.
- CHE personnel will monitor the advancement of the borings, collect representative soil samples, and prepare detailed boring logs of the conditions observed.
- Soil samples collected from the exploratory borings will be delivered to an external geotechnical laboratory for further examination and classification. Soil samples obtained from the explorations will be held in our laboratory for 30 days after submittal of final report or 180 days after completion of the exploration program, whichever is sooner. After that date, the soil samples will be disposed of unless arrangements are made in writing to retain them.
- Perform laboratory testing on selected soil samples obtained from the exploratory borings proposed for the redevelopment. The laboratory testing program is anticipated to include 12 index tests (grain size distribution analyses, combined grained analysis, percent passing the #200 Sieve, or Atterberg limits), and 4 moisture content determinations.
- Install a pressure transducer data logger to continuously record groundwater levels within the monitoring well.
- Complete four additional site visits to collect groundwater monitoring data in the monitoring well over the course of design.

ASSUMPTIONS

- Geotechnical explorations can be completed in 2 days and will be completed on weekdays, during daylight hours.
- Consor will prepare and submit a Critical Area Work Permit to support geotechnical borings in Beach Drive.
- The City will issue CHE a no cost right-of-way use permit.
- Site soil is free of contaminants and analytical testing of soil and groundwater is excluded from this scope. If potentially contaminated soil or groundwater is detected during drilling, CHE will immediately stop drilling and notify Consor.
- Explorations advanced in existing pavement will be patched with quick-setting concrete.
- Neither CHE nor its drilling subcontractor will be responsible for damage to unmarked or mismarked utilities
- Well decommissioning is excluded from this scope of services and should be included as a bid item in the project plans and specifications.
- Surveying of geotechnical exploration locations is not required. We will estimate locations using hand-held GPS and completed exploration locations will be marked in the field with a wood stake and flagging.

DELIVERABLES

- Geotechnical Work Plan
- ROW Use Permit
- Critical Area Permit Justification Memorandum to support Critical Area Permit Application package

TASK 2. GEOTECHNICAL ENGINEERING ANALYSIS AND REPORT

The results of the field exploration and laboratory testing program will be summarized in a draft report, which will be submitted to Consor for review and comment. Upon receipt, CHE will address comments and submit a final report, signed, and sealed by a Professional Engineer licensed to practice in Washington. Geotechnical recommendations will include:

- A summary of the anticipated subsurface soil and groundwater conditions at the site, including summary boring logs, groundwater monitoring plots, and a site plan showing the approximate locations of the borings.
- Seismic design criteria conforming to the 2018 International Building Code.
- A discussion of regional and local seismicity addressing the potential for seismically induced soil liquefaction, lateral spreading, slope instability, and fault rupture at the site
- Recommendations for earthwork and grading, including criteria for trench excavation, temporary shoring, maximum allowable slopes for temporary excavations, and subgrade preparation.
- Recommendations for pile foundation support, pipe bedding, structural fill material requirements, the reuse of site materials as structural fill, and structural fill placement and compaction criteria.
- Recommended lateral earth pressures for use in design of the wet well, below grade structures, and temporary shoring.
- Discussion of buoyancy effects and uplift concerns for buried structures below the groundwater table.
- Recommendations for shallow foundation support of the lift station.

ASSUMPTIONS

- Consor will provide CHE with project base maps in AutoCAD format.
- CHE will respond to one set of consolidated comments on the Draft report.
- Memo preparation will follow CHE's internal quality control/quality assurance review process, which includes review by a subcontracted technical editor.
- Task includes project management for 6 months of project duration.

DELIVERABLES

- Draft and Final geotechnical engineering report in PDF format.

TASK 3. PROJECT MANAGEMENT

Task 3 will include project management through 30 percent design. This task includes invoicing, subcontractor payments and management, and attendance at virtual project team meetings.

ASSUMPTIONS

- CHE project management services for up to 6 months.
- CHE staff member will attend two project design team meetings. Project meetings will be virtual and up to 1 hour in duration.

COST ESTIMATE

Services will be provided on a time-and-expense basis in accordance with the attached Fee Schedule. CHE estimates the above service can be completed for a fee of \$57,600, as detailed in Table 1.

Table 1. Cost Estimate.

Task	CHE Labor and Expense	Subcontractor Expense	Total Estimated Cost
Task 1. Geotechnical Exploration Program	\$16,800	\$20,600	\$37,400
Task 2. Geotechnical Engineering Analysis & Report	\$14,900	\$1,800	\$16,700
Task 3. Project Management	\$3,500		\$3,500
Total:		\$57,600	

CHE will not exceed the proposed budget without Consor's written authorization.

AUTHORIZATION

CHE proposes to conduct the above-described scope of services on a time and expense basis in accordance with the attached Fee Schedule. To authorize our services, please prepare a subconsultant services agreement, consistent with previous agreements between CHE and Consor, referencing this scope and fee.

CLOSING

We appreciate the opportunity to work with you on this project. If you have questions or require additional information, please contact Whitney at wciani@chegeotech.com or 208-408-0620.

CIANI & HATCH ENGINEERING, PLLC



Whitney L. Ciani, PE
President/Principal Geotechnical Engineer



Mikayla S. Hatch, PE
Vice President/Senior Geotechnical Engineer

Attachments:
2024 Fee Schedule

FEE SCHEDULE – 2024

LABOR CATEGORY	HOURLY RATE
Principal Engineer	\$210
Senior Engineer	\$165
Project Engineer	\$145
Senior Staff Engineer	\$130
Staff Engineer	\$120

Rates apply to all labor, including overtime.

EXPENSE ITEM	RATE
Drilling Field Kit	\$55/day
Pilot Infiltration Testing Field Kit	\$200/day
Pressure Transducer Data Logger	\$200/month
	\$1200/year
Water Level Reader	\$30/day
Inclinometer	\$250/day
Dynamic Cone Penetrometer	\$250/day

MILEAGE

Mileage incurred in support of project tasks will be billed at the current IRS standard mileage rate. The standard mileage rate for 2024 is \$0.67 per mile.

SUBCONTRACTOR SERVICES AND OTHER EXPENSES

Subcontractor billing and other project expenses incurred in the direct performance of authorized routine services will be charged at a rate of cost plus a twelve percent (12%) handling charge.

INVOICES

Invoices for Ciani & Hatch Engineering PLLCs' services will be issued monthly. Interest of 1.5 percent per month (but not exceeding the maximum rate allowable by law) will be payable on any amounts not paid within 30 days.

TERM

The above rates will be held for calendar year 2024. CHE will review the above hourly rates with Client at the beginning of 2025 and make mutually agreeable adjustments for future calendar years, as appropriate.

EXHIBIT B - Professional Services Agreement

BEACH DRIVE LIFT STATION 30% DESIGN
CITY OF LAKE FOREST PARK
PROPOSED FEE ESTIMATE

	LABOR CLASSIFICATION (HOURS)						Labor	Subconsultants					Subconsultant Multiplier % Markup	Subconsultant Total with Markup	Expenses	CADD Units \$18/hr	Total	
	Principal Engineer VI	Engineering Designer II	Project Coordinator I	Engineering Designer VI	Administrative III	Hours		Structural	E&IC	Permitting/Critical Areas	Geotech	Cultural Resources						
Task 1 - Project Management																		
Task 1.1 - Invoices/Status Reports	5				6	11	\$ 2,609							1.1	\$ -	\$ -	\$ -	\$ 2,609
Task 1.2 - Project Kickoff Meeting	1	2				3	\$ 715							1.1	\$ -	\$ -	\$ -	\$ 715
Task 1.3 - Coordination with City Staff	4					4	\$ 1,420							1.1	\$ -	\$ -	\$ -	\$ 1,420
Task 1.4 - Coordination with Subconsultants	4					4	\$ 1,420							1.1	\$ -	\$ -	\$ -	\$ 1,420
Task 1.5 - Decision Log	1	2				3	\$ 715							1.1	\$ -	\$ -	\$ -	\$ 715
Task 1.6 - Quality Management	16					16	\$ 5,680							1.1	\$ -	\$ -	\$ -	\$ 5,680
Task 1 Subtotal	31	4	0	0	6	41	\$ 12,559	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ 12,559
Task 2 - Preliminary Design																		
Task 2.1 - Preliminary Design Criteria and Drawings	4	70		92		166	\$ 33,722							1.1	\$ -	\$ -	\$ 1,663	\$ 35,385
Task 2.2 - Preliminary Design Report	2	28	4	8		42	\$ 8,018							1.1	\$ -	\$ -	\$ 144	\$ 8,162
Task 2 Subtotal	6	98	4	100	0	208	\$ 41,740	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 1,807	\$ 43,547
Task 3 - Subconsultants																		
Task 3.1 - Structural Engineering Services						0	\$ -	\$ 19,570						1.1	\$ 21,527	\$ -	\$ -	\$ 21,527
Task 3.2 - Electrical, Instrumentation, and Controls Engineering						0	\$ -		\$ 17,470					1.1	\$ 19,217	\$ -	\$ -	\$ 19,217
Task 3.3 - Permitting and Critical Areas Services						0	\$ -			\$ 33,191				1.1	\$ 36,510	\$ -	\$ -	\$ 36,510
Task 3.4 - Geotechnical Services						0	\$ -				\$ 57,600			1.1	\$ 63,360	\$ -	\$ -	\$ 63,360
Task 3.5 - Cultural Resources Services						0	\$ -					\$ 7,595		1.1	\$ 8,355	\$ -	\$ -	\$ 8,355
Task 3 Subtotal	0	0	0	0	0	0	\$ -	\$ 19,570	\$ 17,470	\$ 33,191	\$ 57,600	\$ 7,595		\$ 148,969	\$ -	\$ -	\$ 148,969	
Task 4 - Unanticipated Services																		
Task 4.1 - Unanticipated Services						0	\$ -							1.1	\$ -	\$ 20,000	\$ -	\$ 20,000
Task 4 Subtotal	0	0	0	0	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 20,000	\$ -	\$ 20,000	
TOTAL - ALL TASKS	37	102	4	100	6	249	\$ 54,299	\$ 19,570	\$ 17,470	\$ 33,191	\$ 57,600	\$ 7,595		\$ 148,969	\$ 20,000	\$ 1,807	\$ 225,074	