

**CITY OF LAKE FOREST PARK
PROFESSIONAL SERVICES AGREEMENT
Agreement Title: 2022 Tree Inventory**

THIS AGREEMENT made and entered into by and between the **CITY OF LAKE FOREST PARK**, a Washington municipal corporation (the "City"), and The Watershed Company (the "Consultant").

Consultant Business:	The Watershed Company
Consultant Address:	750 Sixth Street South, Kirkland, WA 98034
Consultant Phone:	425-822-5242
Consultant Fax:	
Contact Name:	Drew Foster
Consultant e-mail:	dfoster@watershedco.com
Federal Employee ID No.:	91-1364393
Authorized City Representative for this contract:	Stephen Bennett, Planning Director

WHEREAS, the City seeks to provide a City-wide tree inventory, comparing new data to that collected in 2010; and

WHEREAS, the City has selected the Consultant to perform the requested consulting services;

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 Scope of 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 of the Work shall be Drew Foster. The project manager 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 December 31, 2023, 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 Forty-four Thousand Six Hundred and Eighty Dollars (\$44,680) as shown on Exhibit A, 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.

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

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 ap@ci.lake-forest-park.wa.us 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 according to the schedule established in Exhibits A. 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 thereof). 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 \$1,000,000 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: Steve Bennett
17425 Ballinger Way NE
Lake Forest Park, WA 98155

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

The Watershed Company
Attn: Drew Foster
750 Sixth Street South
Kirkland, WA 98034

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.

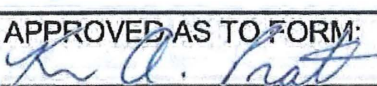
	CONSULTANT: Please fill in the spaces and sign in the box appropriate for your business entity.
CITY OF LAKE FOREST PARK WASHINGTON	The Watershed Company
By:  Jeff Johnson, Mayor	By: 
Date: 8/11/22	Kenny Booth, AICP Title: Principal Date: August 12, 2022
ATTEST:  Matt McLean, City Clerk	
Date: 8/11/22	
APPROVED AS TO FORM:  Kim Adams Pratt, City Attorney	
Date: 8/12/2022	

EXHIBIT A

Revised: July 15, 2022

Steve Bennett, AICP
Planning Director
City of Lake Forest Park
17425 Ballinger Way NE
Lake Forest Park, WA 98155

Re: Proposal for 2022 Tree Inventory

The Watershed Company Reference Number: 220424

Dear Steve:

We are pleased to help with the City of Lake Forest Park's update to the City-wide tree inventory for 2022. Our scope of work is detailed below, which includes a description of each task, a list of deliverables per task, and proposal assumptions. We have included a project budget and schedule of hourly rates for Watershed staff.

Scope of Work:**Task 1. Project Administration and Coordination****A. Project kickoff.**

The Watershed team will meet with City staff and stakeholders to review the scope of work, timeline and project deliverables. Watershed will follow up with a work plan which will include a project schedule for completing inventory work and deliverables. The kick-off meeting may be conducted via video conference or in person, depending on scheduling needs and project team preferences.

B. Project administration, coordination, and meetings with City staff.

The Watershed Project Manager will work directly with the City Project Manager to set agendas and schedule meetings, coordinate the work plan, and provide status updates on project deliverables. Ongoing project coordination will be managed by the Watershed Project Manager, including tracking progress of any outside staff or volunteers. Ongoing meetings may be conducted via video conference. Watershed

can draft minutes for each project team meeting and distribute to project team members. To assist with project team communication and collaboration, Watershed recommends using a SharePoint drive or similar shared file system for documents and project calendars. This can be discussed during the project kick-off.

C. Establish methodology and data collection.

Watershed will work with the project team to establish a methodology and protocol for data collection. Methodology will be based on the 2010 tree inventory for Lake Forest Park, following the Urban Forest Effects (UFORE) Methods¹. Plot re-measurement protocols will be established to address plot center relocation accuracy, inaccessible sites, borderline trees, plot size, visual estimates, and other information. This effort can begin in the project kickoff meeting and will be finalized in a protocol to be included in the work plan.

D. Finalize work plan and set up data collection.

A finalized work plan will be adopted by the project team which will include a data collection protocol, schedule, and deliverables. Watershed staff will set up data collection sheets along with a digital geospatial inventory, hosted online.

Task 1. Deliverables Summary and Assumptions:

- A work plan will be adopted following the project kick-off meeting and will include a project schedule, a data collection protocol, and key deliverables.
- An initial methodology will be agreed upon by the project team. A final version will be included in a final project report.
- A shared digital drive, such as SharePoint, will be established for the project team.

Task 2. Plot Inventory and Analysis

A. Conduct baseline field measurements.

Baseline field measurements will be based on the established methodology, collecting at least the same information as collected in the 2010 tree inventory. This baseline data includes plot-level and tree data outlined in the UFORE Methods including species, number of stems, diameter at breast height (DBH), height, height to live crown base, average crown width, distance to buildings, and other attributes.

¹ <https://www.itreetools.org/documents/53/UFORE%20Methods.pdf>

Relocating all plots and respective plot centers from the 2010 inventory may not be feasible based on previous data, landowner access, and site conditions. Watershed staff will work with the City during protocol and work plan development to ensure plot data collected during this effort will produce a robust statistical analysis for comparison of trends over time.

The Watershed Project Manager will organize and lead Watershed staff to conduct field measurements, coordinate field schedules and ensure data collection consistency. All field measurements will be targeted for completion during the leaf-on season (no later than the end of October 2022) for the most accurate species identification, canopy cover estimates, and ground cover estimates. Plot center locations will be relocated and mapped to accuracy standards agreed upon in the initial kickoff meeting and data collection protocol.

B. Compile and organize collected data.

All data will be collected in a digital spreadsheet, such as Excel, set up based on the established protocol when possible. Paper copies will be available as a backup. All data will be backed up daily and compiled weekly for quality control. The Watershed Project Manager will coordinate with any staff or volunteers collecting field data to ensure consistency and completeness.

C. Data input and analysis.

Upon completion of plot level measurements, data will be compiled for analysis. For this effort, we propose using a combination of i-Tree suite of software tools and internal statistical analysis (using Excel and R packages). Summary reports generated from i-Tree will be used in comparing current plot level data with past summary statistics such as number of trees, carbon storage and sequestration, pollution removal, building energy savings, and avoided carbon emissions.

Using collected plot and tree data, we will analyze descriptive statistics to summarize changes and trends in basal area, volume, density, and species composition. We recognize the importance of mature and exceptional trees which constitute an important resource for the community of Lake Forest Park. Therefore, trends and changes in the status of landmark trees (greater than 24 inches in diameter) and exceptional trees will be highlighted from the analysis.

Task 2. Deliverables and Assumptions

- This task assumes the City is responsible for contacting landowners and obtaining permission for access to property.
- Plot level data will be available in a digital spreadsheet, shared with the project team.
- Results and analysis from i-Tree and other software will be compiled within a final summary report.
- Plot center locations will be taken using ESRI's Field Maps app on a tablet connected to a GPS unit. All plot level data can be geospatially referenced based on plot center locations, and can be provided in a geodatabase, or similar product.
- Watershed staff may use one or more teams in the field concurrently depending on access and logistical coordination to ensure data is collected by agreed upon deadlines.

Task 3. Canopy Analysis Integration

A. Integrate plot level data with existing canopy analysis.

The Watershed team will integrate statistical summary data from plot level analyses with available tree canopy data from the City, i-Tree Landscape, and other sources. This will provide a more robust picture of trends and changes to the entire urban forest across the City, including spatial composition and forest types. Urban forest cover data will be overlaid with transportation, census data, and other geographic intersections as determined in the kick-off meeting.

B. Overlay plots with remote sensing data for structural analysis.

With 2021 lidar data recently released for King County, there is a great opportunity to use plot level measurements for a comprehensive structural analysis of the urban forest. Using the geospatially located plot data integrated with lidar and other remote sensing data, we propose a modeling approach to infer statistics across the City including basal area, canopy cover and density, height quantiles, structural complexity, and forest gaps. This analysis will create a more accurate and diverse picture of existing forest structural conditions. Summarized results would be provided in a final report with implications for urban forest management planning.

Task 3. Deliverables and Assumptions

- Any geospatial data will be shared with the project team in a geodatabase or similar product.

- This assumes the integration of existing canopy analyses and does not include additional processing of remote sensing inputs for classification (e.g., lidar data, satellite or aerial imagery).
- All remote sensing data used will be from publicly available and open access sources and does not include the purchase of private vendor data.

Task 4. Comprehensive Report of Findings

A. Compile findings and analyses into a comprehensive report.

Watershed staff will compile a comprehensive tree inventory and urban forest assessment report for 2022. This report will include the methods, all results and findings from analyses, and implications for urban forest management specific to the City of Lake Forest Park.

B. Coordinate with project team to finalize the report.

We assume one draft version of the 2022 tree inventory and urban forest assessment report will be presented to the project team for review and feedback. A final version of the report will be completed by the end of the year, as determined in the original work plan agreed upon by the project team.

Task 4. Deliverables and Assumptions

- The final 2022 tree inventory and urban forest assessment report, as well as any additional maps or graphics will be made available in PDF format.
- The above-described deliverables assume one draft and one final copy of the comprehensive report. Comments from the City and stakeholders on each deliverable will be compiled into a single document; if multiple reviewers are involved, comments will be consistent among reviewers.

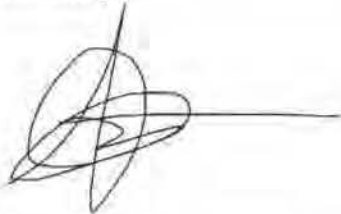
Proposed Schedule

The timeline outlined below is based on experience with similar projects; the timeline given is approximate and does not constitute agreed upon due dates. Actual timeline for deliverables and meeting schedules will be finalized during the project kick-off meeting and work plan development.

Task	Task / Deliverable	AUG	SEP	OCT	NOV	DEC
1	Project Administration and Coordination					
1.A	Project kick-off meeting.	X				
1.B	General project administration and coordination, including meetings with City staff.	X	X	X	X	X
1.C	Establish methodology and data collection. Review all existing metadata and previous methodology.	X				
1.D	Finalize work plan. Set up data collection spreadsheets and digital maps.	X				
2	Plot Inventory and Analysis					
2.A	Conduct baseline field measurements for fixed-radius plots.	X	X	X		
2.B	Compile and organize collected data.			X		
2.C	Data input and analysis in i-Tree and other software. Landmark tree data evaluation and analysis.			X		
3	Canopy Analysis Integration					
3.A	Integrate plot level data with existing canopy analysis. Comparison of canopy analysis with plot level summary statistics.			X	X	
3.B	Overlay plots with remote sensing data for structural analysis.			X	X	
4	Comprehensive Report of Findings					
4.A	Compile i-Tree summary outputs and statistical analysis into comprehensive report, including methodology, findings, and implications for urban forest management.			X	X	X
4.B	Coordinate with project team to finalize report.				X	X

Please call if you have any questions or if we can provide you with any additional information. We look forward to working with you on this exciting opportunity to update the City's tree inventory data.

Sincerely,

A handwritten signature in black ink, appearing to be 'Drew Foster', with a long horizontal line extending to the right.

Drew Foster
ISA Certified Arborist, PN-8213A
TRAQ certified

Proposal approved by:

A handwritten signature in black ink, appearing to be 'Kenny Booth', with a long horizontal line extending to the right.

Kenny Booth, AICP
Principal / Senior Planner

Enclosures:

- Budget
- Watershed staff rate sheet (2022)

The Watershed Company
City of Lake Forest Park 2022 Tree Inventory
Budget and Scope of Work

Task	Subtask	Description	Kenny Booth, AICP, Principal	Drew Foster, Arborist, Project Manager	Kim Frappier, Arborist	Jake Robertson, Arborist	Nathan Burroughs, GIS Analyst	Total Cost
			\$210	\$110	\$155	\$105	\$115	
1		Project Administration and Coordination						
1	1.A	Project kick-off meeting.		3	3			\$795
1	1.B	Project administration and coordination, including meetings with City staff.	4	16				\$2,600
1	1.C	Establish methodology and data collection. Review all existing metadata and previous methodology.		4	2		2	\$980
1	1.D	Finalize work plan. Set up data collection spreadsheets and digital maps.		4			4	\$900
		Subtotal						\$5,275
2		Plot Inventory and Analysis						
2	2.A	Conduct baseline field measurements for fixed-radius plots.		120		120		\$25,800
2	2.B	Compile and organize collected data.		12				\$1,320
2	2.C	Data input and analysis in i-Tree and other software. Landmark tree data evaluation and analysis.		16				\$1,760
		Subtotal						\$28,880
3		Canopy Analysis Integration						
3	3.A	Integrate plot level data with existing canopy analyses. Comparison of canopy analysis with plot level summary statistics.					24	\$2,760
3	3.B	Overlay plots with remote sensing data for structural analysis.		16			6	\$2,450
		Subtotal						\$5,210
4		Comprehensive Report of Findings						
4	4.A	Compile i-Tree summary outputs and statistical analysis into comprehensive report, including methodology, findings, and implications for urban forest management.	2	24	4			\$3,680
4	4.B	Coordinate with project team to finalize report.	2	4				\$860
		Subtotal						\$4,540
E		Expenses						
E		Mileage, Data collection and mapping device, other costs.						
		Subtotal						\$ 775.00
		TOTAL						\$ 44,680.00

Hourly Rates Effective January 2022*

Dan Nickel, MSc	Environmental Engineer	\$210
Hugh Mortensen, PWS	Senior Ecologist	\$210
J. Kenny Booth, AICP	Senior Planner	\$210
Al Wald, LHg	Hydrogeologist	\$190
Amber Mikluscak, PLA, GISP, MLA	Senior Landscape Architect/GIS Manager	\$180
Greg Johnston, EIT, CFP, MSc	Senior Fisheries Biologist	\$170
Nell Lund, PWS	Senior Ecologist	\$170
Ryan Kahlo, PWS	Senior Ecologist	\$170
Mark Daniel, AICP	Senior Planner/GIS Specialist	\$170
Marina French, PLA, MLA	Senior Landscape Architect	\$160
Kimberly Frappier, MSc	Environmental Planner	\$155
Clover McIngalls, PWS	Environmental Planner	\$150
Peter Heltzel, MSc, CFP	Fisheries Biologist	\$150
Heather Rogers, LG, MSc, WPiT	Planner/Geomorphologist	\$150
Katy Crandall, PWS	Ecologist/Arborist	\$145
Leila Willoughby-Oakes	Associate Planner	\$145
Kyle Braun, PLA	Landscape Architect/Arborist	\$140
April Mulcahy	Ecological Designer/Arborist	\$135
Roan Hohlfeld, MLA	Ecologist/Arborist/Landscape Designer	\$135
Alex Capron	Planner/GIS Specialist	\$130
Dawn Spilsbury	GIS Analyst/FAA Licensed Drone Pilot	\$130
Sam Payne, PWS	Ecologist/Arborist	\$125
Grayson Morris, PLA, MLA, SITES AP	Landscape Architect	\$120
Amanda Fleischman, MLA	Landscape Designer	\$118
Fern Huynh	Landscape Designer	\$117
Nathan Burroughs, MSc	GIS Analyst	\$115
Grace Brennan	Ecologist	\$115
Bri Hines	Environmental Planner	\$115
Devin Melville	Environmental Planner	\$113
Hui Cao	Landscape Designer	\$112
Alexis Ochoa	Arborist	\$110
Drew Foster	Arborist	\$110
Debra Klein	Accountant	\$110
Brooke Taylor	Accountant/Project Administrator	\$110
Betsy Mann	Marketing Manager	\$110
Angela Mele	Interpretive Planner	\$105
Jake Robertson	Arborist	\$105
Sage Presster	Ecologist	\$105
Justin Kay	Ecologist	\$100
Laura Keil	Landscape Designer	\$100
Jesse Rogers	Arborist	\$90
Anna Tono	Marketing Coordinator	\$75

Acronym Key:

CFP = Certified Fisheries Professional as certified by the American Fisheries Society
 EIT = Engineer In Training
 LG = Licensed Geologist
 LHg = Licensed Hydrogeologist
 GIS = Geographic Information System
 PWS = Professional Wetland Scientist as certified by the Society of Wetland Scientists
 PLA = State of Washington Professional Landscape Architect
 AICP = American Institute of Certified Planners
 MSc = Master of Science degree
 MLA = Master of Landscape Architecture
 GISP = GIS Professional

*Rates for 2022 only; escalator clause for cost of living may apply in future years

Direct Costs

Auto Mileage

Maximum standard rate allowable by IRS

Reproduction:

Black & White Printing

Rate per Page

8 1/2 x 11	\$0.10
11 x 17	\$0.20
12 x 18	\$0.30

Color Printing

Rate per Page

8 1/2 x 11	\$1.00
11 x 17	\$2.00
12 x 18	\$2.50

Plotting

Rate per SF

B&W Bond	\$1.05
Color Bond	\$1.18
B&W Glossy	\$12.18
Color Glossy	\$13.76

Outside Reproduction

At cost

Electrofishing Equipment Fee

\$100.00/day

Trimble Geo XH - GPS Equipment Fee

\$190.00/day

Field Tablet

\$20.00/day

Solomat Water Quality Testing Equipment Fee

\$50.00/day

YSI Salinity pH Meter

\$50.00/day

Expert testimony

Expert testimony is billed at 1.5 times standard hourly rates

Lodging and per diem

Reimbursement will be at a rate not to exceed the WA State OFM per diem rate for location services are provided. Out-of-State locations will be reimbursed at the current GSA rate for location services are provided.

Other Direct Costs At Cost