

EXHIBIT A
Scope of Work
Amendment No. 1
City of Snoqualmie
Pump Station BP Capacity Improvements
August 2025

Background

The Snoqualmie Valley Health hospital campus is planning to expand by developing an office park located to the northwest of the intersection of Snoqualmie Parkway and SE 99th Street. The proposed development is anticipated to consist of medical office building space and restaurants and is estimated to serve 50 equivalent residential units. The proposed development will flow into the City of Snoqualmie's (City) Hospital Pump Station, which then conveys sewage via the gravity collection system to Pump Station BP (Business Park) located southwest of the intersection of 356th Avenue SE and SE Douglas Street.

Pump Station BP has a firm design capacity of 750 gallons per minute with 6-inch and 8-inch force mains. The City has requested that RH2 Engineering, Inc., (RH2) evaluate the existing and projected future flows into Pump Station BP to determine its capacity to handle the proposed hospital building development. This Scope of Work includes reviewing available background information, obtaining a topographic survey of the site, HOB0 logger data, and pressure logger data, and performing an alternatives analysis, including the preparation of planning-level opinions of probable construction cost (OPCC) and conceptual design plans for each alternative evaluated. RH2 will prepare a technical memorandum summarizing the results of the analyses for the City's review and selection of a preferred alternative.

Final design, services during bidding, and services during construction can be provided via an amendment to this Scope of Work at the City's discretion.

General Assumptions

The following assumptions were made when preparing this Scope of Work:

- *RH2 will rely upon the accuracy and completeness of information, data, and materials generated or produced by the City or others in relation to this Scope of Work. RH2 assumes that the entity providing such information to RH2 is either the owner of such information or has obtained written authorization from the owner to distribute said information.*
- *Deliverables will be submitted in electronic format (PDF) unless otherwise noted.*
- *RH2 will perform the services described up to the amounts included in the attached Fee Estimate. If the City requests additional effort or changes to this Scope of Work, the City and RH2 will mutually determine a contract amendment.*

Task 1 – Project Management Services

Objective: Manage RH2's project team and maintain regular client communications, including progress meetings. Maintain project schedule and prepare monthly invoices and budget status summaries.

Approach:

- 1.1 Perform Project Management – Provide direction, coordination, and oversight to the RH2 project team. Document and retain information generated during the execution of the project.
- 1.2 Prepare Invoices – Prepare monthly invoices and budget status summaries.
- 1.3 Prepare for and Attend Progress Meetings – Prepare for and attend progress meetings with City staff as requested. Prepare meeting agendas and minutes. *A total of four (4) progress meetings are assumed in the Fee Estimate, in addition to the other milestone and review meetings identified elsewhere in this Scope of Work.*
- 1.4 Prepare Schedule – Create, maintain, and update a project design schedule. Monitor, modify, and update the project schedule throughout the design phase to determine potential impacts of proposed changes. Adjust the schedule to reflect the current status of the project and revisions made to this Scope of Work.

RH2 Deliverables:

- Monthly progress reports with schedule, budget, work performed, and billed to date updates.
- Attendance at progress meetings and meeting agendas and minutes.

Task 2 – Background Review and Topographic Survey

Objective: Review available project background and site information. Coordinate with Duane Hartman & Associates, Inc., (DHA) as a subconsultant to RH2 to perform a topographic survey of the Pump Station BP site.

Approach:

- 2.1 Review Background Data – Review available background data for the proposed development and Pump Station BP, including but not limited to, as-built drawings, system maps, available supervisory control and data acquisition (SCADA) operational data, and previous reports.
- 2.2 Coordinate Topographic Survey – Coordinate with DHA to perform a topographic survey of the Pump Station BP site. Review the survey once complete.
- 2.3 Prepare Base Map – Prepare a base map of the project area and perform one (1) site visit to review the base map and facility locations based on the survey information. Create a 3D model of the existing Pump Station BP.

Assumptions:

- *DHA will coordinate on-site utility locates and provide stamped topographic survey drawings and AutoCAD existing base map files for design.*
- *Only the pump station site will be surveyed. The force main alignment will be surveyed if it is determined the force main needs to be replaced after the evaluation has been completed.*

Provided by the City:

- Available background information on the proposed development and Pump Station BP, including as-built drawings, SCADA data, reports, etc.

RH2 Deliverables:

- Field survey and base map formatted for use in design.

Task 3 – Alternatives Analysis and Conceptual Design

Objective: Perform hydraulic analyses and evaluate existing and future flow rates and pressures at Pump Station BP. Evaluate improvement alternatives for the pump station and prepare a technical memorandum summarizing the alternatives analysis.

Approach:

- 3.1 Provide Data Loggers – Support the City in equipping the Pump Station BP motor control center temporarily with HOBO data loggers to record two (2) weeks of pump runtime data. Provide the City with pressure data loggers to be installed on the 6-inch and 8-inch force mains for two (2) weeks. Download data. The loggers will allow characterization of the pump station's flows and pressures on an hourly basis. Assess the influent flows and adequacy of the pump station. *It is assumed City staff will install and remove these data loggers once monitoring is complete.*
- 3.2 Perform Flow and Pressure Analyses – Evaluate existing and projected future flow rates and pressures based on data previously gathered by RH2. Evaluate the existing capacity of the 6-inch and 8-inch force mains serving the pump station to assess if pipe upsizing is recommended.
- 3.3 Perform Alternatives Analysis – Perform an analysis of up to three (3) alternatives for the Pump Station BP improvements, including but not limited to, new pumps, a larger wet well, and force main upsizing, to meet more flows to the station due to the proposed hospital development.
- 3.4 Prepare Planning-Level OPCCs – Prepare planning-level OPCCs for each alternative evaluated.
- 3.5 Prepare Conceptual Design – Prepare one (1) conceptual design plan for each alternative evaluated.
- 3.6 Draft Technical Memorandum – Prepare a preliminary technical memorandum summarizing the results of the analyses and alternatives evaluation. Submit the preliminary technical memorandum to City staff for review and comment.

- 3.7 Attend Meeting with City – Attend one (1) meeting with City staff to discuss the proposed improvements and select the City’s preferred alternative based on the results summarized in the preliminary technical memorandum. Prepare meeting minutes.
- 3.8 Finalize Technical Memorandum – Finalize the technical memorandum based on City comments and meeting discussion.

Assumptions:

- *This Scope of Work does not include an analysis of potential infiltration and inflow (I/I) flows at Pump Station BP. If the City desires to evaluate I/I, that work will be mutually negotiated via a contract amendment.*

Provided by the City:

- Staff to install and uninstall the temporary HOBO and pressure data loggers after the monitoring period has been completed.
- Timely review comments on the preliminary technical memorandum.
- Attendance at meeting to discuss the preliminary technical memorandum.

RH2 Deliverables:

- HOBO data logger and pressure data logger data from Pump Station BP in Microsoft Excel and PDF formats.
- Preliminary and final technical memorandum.
- Attendance at meeting to discuss the preliminary technical memorandum and meeting minutes.

Project Schedule

RH2 is prepared to commence with the work upon written authorization from the City. The preliminary technical memorandum is anticipated to be ready for City review by mid-November 2025.