



**Washington State
Department of Transportation**

| | | | |
|--|--|--|-------------------------------|
| Supplemental Agreement Number <u>04</u> | | Organization and Address | |
| Original Agreement Number LA 9422 | | Wallis Engineering PLLC 215 West 4th Street, Suite 200 Vancouver, WA 98660 | |
| Project Number STPR-B309(001) | | Execution Date 8/9/2018 | Completion Date 12/31/2021 |
| Project Title Russell Avenue Improvements | | New Maximum Amount Payable \$305,729.23 | |
| Description of Work This project consists of providing design services for Russell Avenue Improvements Project. The project will reconstruct Russell Avenue, enhance the aesthetic appeal of the corridor by matching themes from adjacent improvements on 2nd Street and Cascade Avenue, and improve the safety and operational characteristics of the corridor between 2nd Street and the BNSF rail line. | | | |

The Local Agency of City of Stevenson
desires to supplement the agreement entered in to with Wallis Engineering, PLLC
and executed on 8/9/2018 and identified as Agreement No. LA 9422

All provisions in the basic agreement remain in effect except as expressly modified by this supplement.
The changes to the agreement are described as follows:

I

Section 1, SCOPE OF WORK, is hereby changed to read:
See Exhibit A4

II

Section IV, TIME FOR BEGINNING AND COMPLETION, is amended to change the number of calendar days for completion of the work to read: no change

III

Section V, PAYMENT, shall be amended as follows:
additional funds of \$75,744.24

as set forth in the attached Exhibit A, and by this reference made a part of this supplement.
If you concur with this supplement and agree to the changes as stated above, please sign in the Appropriate spaces below and return to this office for final action.

By: Wallis Engineering, PLLC By: _____



Consultant Signature

Approving Authority Signature

Date

GENERAL SCOPE OF PROJECT

This project consists of providing design services for Russell Avenue Improvements Project. The project will reconstruct Russell Avenue, enhance the aesthetic appeal of the corridor by matching themes from adjacent improvements on 2nd Street and Cascade Avenue, and improve the safety and operational characteristics of the corridor between 2nd Street and the BNSF rail line. Improvements will include replacement of existing sidewalks and pavement, bulb-outs at the 1st Street intersection, installation of aesthetic amenities matching adjacent improvements, new decorative street lighting, replacing approximately 140 linear feet of asbestos cement waterline, installation of drainage improvements, and undergrounding of existing overhead utilities as necessary to accomplish the goals of the project.

- Supplement No.1: Execution of the Prime Agreement was expedited in an effort to begin conceptual design and prepare conceptual graphic renderings of the proposed improvements to support City outreach events. As such, the tasks included in the Prime agreement are limited to project management, NEPA coordination, topographic survey, and conceptual design efforts, but does not include design, preparation of PS&E documents, cultural resource investigations, right-of-way acquisition, or construction support. Supplement No. 1 amends existing tasks and creates new tasks necessary to deliver the design and construction documents for the project. Construction support services will be contracted under a future contract supplement.
- Supplement No. 2: During design development, final Right of Way acquisition needs were identified that differ from the original scope of work. Additional Right of Way files will be required to obtain approval from WSDOT Local Programs. This supplement will also include legal descriptions of all required Right-of-Way acquisition which was previously omitted and additional graphic preparation to support public outreach efforts.
- Supplement No. 3: During design development, the City elected to modify the proposed roadway geometry to include a 10-foot-wide sidewalk instead of the 8 foot wide sidewalk previously included. This supplement includes the additional design efforts to modify the sidewalk and roadway geometry to fit the City's goals and to adjust utility improvements to fit the new geometry.

SUPPLEMENTAL NO. 4 SCOPE OF WORK

This supplement includes project bidding support and construction management of the project to supplement City Staff resources.

CONTRACT DURATION

Contract term is unaffected by this supplemental scope of work.

SPECIFIC SCOPE OF WORK

TASK 7 PLANS, SPECIFICATIONS AND ESTIMATES (TASK SUPPLEMENTED)

To prepare contract documents and opinions of cost at 60%, 90% and Final submittal stages.

7.4 Final PS&E Submittal. Additional design services will be added to this task to provide holiday lighting features. R&W will design receptacles for holiday lighting in proposed tree wells. This task will include design of lighting controls, circuiting, conduit/wiring to new holiday lighting receptacles, and will reflect changes to design drawings owing to the City's ongoing utility undergrounding work.

TASK 8 BIDDING PHASE SERVICE (NEW TASK)

Objective: Assist the City in advertising and obtaining bids for the project.

8.1 Bidding Phase Services.

Support services include coordinating with the City to prepare an electronic Invitation to Bid, manage a web-based bidding platform for the project, provide assistance to bidder inquiries and the issuance of addenda as required and attendance at the bid opening. Wallis Engineering will review the bids; prepare bid tabulation, coordinate with WSDOT Local Programs and prepare a Recommendation of Award.

Task 8 Assumptions:

- Bid phase services will be provided for one set of contract documents
- Contractor plan distribution will be administered through the CDN online plan center
- All addenda will be issued through the online plan center
- Wallis Engineering will not attend the bid opening

Task 8 Deliverables:

- Addenda as needed
- Bid Tabulation
- Recommendation of Award

TASK 9 BIDDING AND CONSTRUCTION PHASE SUPPORT (NEW TASK)

Provide construction administration, engineering, and inspection during construction

9.1 Construction Management Support.

Wallis provide construction management support to the City. This scope of work is based on a 100 working day construction period. The project engineer will have additional field visits onsite for inspection and construction engineering along with office time as specified. Wallis will provide construction administration services assuming half-time for an individual for the duration of the contract.

Support services will include:

- Conduct a pre-construction meeting with City staff, the Contractor, project design team subconsultants (as needed), WSDOT, other representatives of the funding agencies, and representatives of the utility companies to effectively communicate the requirements associated with the federal aid funding and those areas of the project which will require special attention during construction.
- Log and review (and distribute to WSDOT for review/approval as applicable) all incoming submittals and return to the Contractor following comment. Coordinate requests for off-site material fabrication inspections with WSDOT as necessary. Prepare and manage submittal log.

- Coordinate and manage WSDOT construction documentation needs with the Contractor to ensure that the necessary quality/quantity documentation requirements are submitted and organized in accordance with the WSDOT Construction Manual.
- Prepare, in-house, a Record of Materials (ROM) for the project as required by WSDOT to aid in documenting submittal reviews as well as tracking material sampling/approvals.
- Attend weekly construction meetings with City Staff, Contractor, and other parties as appropriate.
- Review and prepare construction pay estimates for submittal to the City. A total of four (4) pay estimates are assumed necessary. Coordinate review and preparation with Contractor. Complete a final pay estimate at project completion.
- Review, negotiate, initiate and process contract change orders. Time is budgeted for up to four (4) change orders. Coordinate with the Contractor to provide the required documentation to justify all change orders in accordance with WSDOT requirements.
- Track and manage the minimum DBE goals associated with the project. This task includes coordination with the Contractor and WSDOT to ensure that all requirements are met, and that documentation is filed accordingly.

9.2 Construction Engineering and Field Inspection Support.

Construction Engineering and Field Inspection services will be provided to supplement City Staff as requested. Anticipated services include:

Construction Engineering:

- Provide onsite City inspector training as requested. It is assumed that the City will request training services when new or complex work items are identified in the Contractor's schedule.
- Coordinate traffic control changes with the Contractor as needed to establish a safe and efficient work zone.
- Coordinate field design changes with City Staff and the Contractor as needed to address changed onsite conditions which conflict with the plans and/or specifications.
- Columbia West Engineering will provide on-call testing and inspection services to meet testing requirements. Services may include, but may not be limited to: special inspection, laboratory and field testing of asphalt concrete and cement concrete, compaction testing, and other testing and inspection as requested and/or required by the WSDOT Construction Manual contract documents, project manual and applicable codes and specifications. Electronic copies of reports will be distributed to relevant and requested parties

Field Inspection:

- This scope of work is based on a 100 working day construction period. This scope of work assumes that the City will take the primary lead on all inspection efforts and that Wallis will provide "on-call" inspection support only as requested. One inspector is assumed to provide on call inspection services throughout the contract. This scope of work assumes that 8 hours of inspection services will be provided per week, for a duration of three months.
- Provide onsite City inspector training as requested. It is assumed that the City will request training services when new or complex work items are identified in the Contractor's schedule.
- Provide Inspector's Daily Reports (IDR's) for each site visit which will summarize daily work items, bid item unit quantities completed, traffic control measures in place, materials and

equipment utilized, completed materials testing, out of scope work records, summaries of Contractor coordination and any other items of note as observed onsite.

- Take in-progress digital construction photographs during the course of the project.
- Provide materials quantity and quality tracking including ROM updating as approved materials are installed.
- Provide a final walk through with the Contractor and City staff at the project completion. Provide written punch-list to the Contractor.
- Provide a walk-thru review to confirm completion of the punch-list items.
- Provide a walk-thru of the project to identify warranty work.

9.3 Preparation of Record Drawings.

Wallis will prepare record drawings based on City and Contractor supplied redlined plans upon completion of construction and provide the City with one full size electronic copy.

Task 9 Assumptions:

- Hours and quality control testing expenses are based on the assumptions listed above.
- Construction administration, engineering and inspection will be completed according to the WSDOT LAG Manual and the WSDOT Construction Manual
- No archaeological monitoring is required.
- No environmental monitoring is required.
- City will complete certified payroll review and payroll interviews.
- City will provide one (1) full time inspector for the length of the project.
- Record Drawings will not be prepared for the landscaping plans or lighting plans.

Exhibit "A"
Summary of Payments

| | Basic Agreement | Supplement #1 | Supplement #2 | Supplement #3 | Supplement #4 | Total |
|--|---------------------|----------------------|---------------------|--------------------|---------------------|----------------------|
| Direct Salary Cost | \$ 16,215.74 | \$ 24,098.02 | | \$ 1,824.20 | \$ 20,018.36 | \$ 62,156.32 |
| Overhead (Including Payroll Additives) | \$ 25,568.98 | \$ 37,997.76 | | \$ 3,389.36 | \$ 37,194.11 | \$ 104,150.21 |
| Direct Non-Salary Costs | \$ 7,055.00 | \$ 78,518.20 | \$ 22,676.34 | \$ - | \$ 12,526.26 | \$ 120,775.80 |
| Fixed Fee | \$ 4,864.72 | \$ 7,229.41 | | \$ 547.26 | \$ 6,005.51 | \$ 18,646.90 |
| Total | \$ 53,704.44 | \$ 147,843.39 | \$ 22,676.34 | \$ 5,760.82 | \$ 75,744.24 | \$ 305,729.23 |

Exhibit D4
Prime Consultant Cost Computations

CONSULTANT: Wallis Engineering
PROJECT: Russell Avenue Improvements

DIRECT SALARY COST (DSC):

| <u>Classification</u> | <u>Man Hours</u> | x | <u>Rate</u> | = | <u>Cost</u> |
|-----------------------|------------------|---|-------------|---|--------------------|
| Senior Engineer | | x | \$59.32 | = | \$0.00 |
| Engineer 1 | 3 | x | \$52.88 | = | \$158.64 |
| Engineer 2 | 200 | x | \$51.20 | = | \$10,240.00 |
| Engineer 3 | 68 | x | \$42.31 | = | \$2,877.08 |
| Engineer 4 | | x | \$38.94 | = | \$0.00 |
| Engineer 5 | 52 | x | \$37.50 | = | \$1,950.00 |
| Engineer 6 | 128 | x | \$27.88 | = | \$3,568.64 |
| Engineer 7 | | x | \$20.00 | = | \$0.00 |
| Senior Designer | | x | \$75.00 | = | \$0.00 |
| Inspector | | x | \$50.00 | = | \$0.00 |
| Technician 1 | 8 | x | \$33.00 | = | \$264.00 |
| Technical Writer | | x | \$35.00 | = | \$0.00 |
| Clerical 1 | 30 | x | \$32.00 | = | \$960.00 |
| Clerical 2 | | x | \$16.00 | = | \$0.00 |
| | | | TOTAL DSC | | <u>\$20,018.36</u> |

OVERHEAD (OH COST - Including Salary Additives):

OH Rate x DSC of 185.80% x \$20,018.36 TOTAL OH = \$37,194.11

FIXED FEE (FF):

FF Rate x (DSC) of 30.00% x \$20,018.36 TOTAL FF = \$6,005.51

REIMBURSABLES:

Printing & Mileage \$283.00
Testing Services-CWE \$ 7,803.00

TOTAL REIMBURSABLES: \$8,086.00

SUBCONSULTANT COSTS:

R&W \$4,440.26

TOTAL SUBCONSULTANT COSTS: \$4,440.26

TOTAL NONDIRECT COSTS: \$12,526.26

GRAND TOTAL = \$75,744.24

PREPARED BY: Erin Kingsley

DATE: 12/16/2019

CONSULTANT: Wallis Engineering
 SUBCONSULTANT: R&W Engineering, Inc.
 PROJECT: Russell Avenue Improvements

DIRECT SALARY COST (DSC):

| <u>Classification</u> | <u>Man Hours</u> | x | <u>Rate</u> | = | <u>Cost</u> |
|-----------------------|------------------|---|-------------|---|-------------|
| Principal | | x | \$72.98 | = | \$0.00 |
| Project Manager | | x | \$67.79 | = | \$0.00 |
| Sr. Engineer 2 | 3 | x | \$67.79 | = | \$203.37 |
| Sr. Engineer 1 | | x | \$54.25 | = | \$0.00 |
| Engineer | 2 | x | \$51.06 | = | \$102.12 |
| Sr. Technician 2 | 26 | x | \$52.07 | = | \$1,353.82 |
| Sr. Technician 1 | | x | \$36.92 | = | \$0.00 |
| Technician/Designer | | x | \$27.00 | = | \$0.00 |
| Drafter | 4 | x | \$25.00 | = | \$100.00 |
| Administration | 4 | x | \$22.70 | = | \$90.80 |

TOTAL DSC = \$1,850.11

OVERHEAD (OH COST - Including Salary Additives):

OH Rate : of 110.00% x \$1,850.11 TOTAL OH = \$2,035.12

FIXED FEE (FF):

FF Rate x of 30.00% x \$1,850.11 TOTAL FF = \$555.03

REIMBURSABLES:

Printing & Mileage _____

TOTAL REIMBURSABLES: \$0.00

GRAND TOTAL = \$4,440.26

PREPARED BY: Heather Harris DATE: 12/6/2019