

**CITY OF TUMWATER
SERVICE PROVIDER AGREEMENT**

OLD HWY 99 AND 79TH AVE ROUNDABOUT

THIS AGREEMENT is made and entered into in duplicate this _____ day of _____, 2023, by and between the CITY OF TUMWATER, a Washington municipal corporation, hereinafter referred to as the “CITY”, and HDR ENGINEERING, INC., a Nebraska corporation, hereinafter referred to as the “SERVICE PROVIDER”.

WITNESSETH:

WHEREAS, the CITY desires to have certain services and/or tasks performed as set forth below requiring specialized skills and other supportive capabilities; and

WHEREAS, sufficient CITY resources are not available to provide such services; and

WHEREAS, the SERVICE PROVIDER represents that the SERVICE PROVIDER is qualified and possesses sufficient skills and the necessary capabilities, including technical expertise, where required, to perform the services and/or tasks set forth in this Agreement.

NOW, THEREFORE, in consideration of the terms, conditions, covenants, and performance contained herein, the parties hereto agree as follows:

1. SCOPE OF SERVICES.

The SERVICE PROVIDER shall perform such services and accomplish such tasks, including the furnishing of all materials and equipment necessary for full performance thereof, as are identified and designated as SERVICE PROVIDER responsibilities throughout this Agreement and as detailed in Exhibit “A” Scope of Services attached hereto and incorporated herein (the “Project”). The standard of care for all services performed by SERVICE PROVIDER shall be the care and skill ordinarily used by members of SERVICE PROVIDER’S profession.

2. TERM.

The Project shall begin no earlier than March 1, 2023, and shall be completed

no later than December 31, 2024. This Agreement may be extended for additional periods of time upon mutual written agreement of the parties.

3. TERMINATION.

Prior to the expiration of the Term, this Agreement may be terminated immediately, with or without cause, by the CITY.

4. COMPENSATION AND METHOD OF PAYMENT.

A. Payments for services provided hereunder shall be made following the performance of such services, unless otherwise permitted by law and approved in writing by the CITY.

B. No payment shall be made for any service rendered by the SERVICE PROVIDER except for services identified and set forth in this Agreement.

C. The CITY shall pay the SERVICE PROVIDER for work performed under this Agreement a total sum not to exceed **Seven Hundred Thirty Five Thousand and 00/100 Dollars (\$735,000.00)** as reflected in Exhibit "A" Scope of Services.

D. Upon execution of this Agreement, the SERVICE PROVIDER must submit IRS Form W-9 Request for Taxpayer Identification Number (TIN) and Certification unless a current Form W-9 is already on file with the CITY.

E. The SERVICE PROVIDER shall submit an invoice to the CITY each month for services rendered during the previous month. The CITY shall initiate authorization for payment after receipt of said invoice and shall make payment to the SERVICE PROVIDER within approximately thirty (30) days thereafter.

F. When subcontracting services or purchasing goods from third parties, as identified and approved in this Agreement, the SERVICE PROVIDER must submit written documentation establishing that the goods and/or services have been provided and the third party has been paid in order to receive payment for such goods and/or services.

G. Invoices may be submitted immediately following performance of services, but in no event shall an invoice be submitted more than twenty (20) business days following the end of the contract term or the end of the calendar year, whichever is earlier.

5. INDEPENDENT CONTRACTOR RELATIONSHIP.

A. The parties intend that an independent contractor relationship will be created by this Agreement. Subject to paragraphs herein, the implementation of services pursuant to this Agreement will lie solely within the discretion of the SERVICE PROVIDER. No agent, employee, servant or representative of the SERVICE PROVIDER shall be deemed to be an employee, agent, servant or representative of the CITY for any purpose, and the employees of the SERVICE PROVIDER are not entitled to any of the benefits the CITY provides for its employees. The SERVICE PROVIDER will be solely and entirely responsible for its acts and for the acts of its agents, employees, servants, subcontractors or representatives during the performance of this Agreement.

B. In the performance of the services herein contemplated the SERVICE PROVIDER is an independent contractor with the authority to control and direct the performance of the details of the work; however, the results of the work contemplated herein must meet the approval of the CITY and shall be subject to the CITY'S general rights of inspection and review to secure the satisfactory completion thereof.

C. As an independent contractor, the SERVICE PROVIDER shall be responsible for the reporting and payment of all applicable local, state, and federal taxes.

D. It is recognized that the SERVICE PROVIDER may or will be performing services during the Term for other parties; provided, however, that such performance of other services shall not conflict with or interfere with the SERVICE PROVIDER'S ability to perform the services. The SERVICE PROVIDER agrees to resolve any such conflicts of interest in favor of the CITY.

E. 2008 Early Retirement Factor Retirees. Washington State law requires reporting of any contractor, independent contractor or personal service contractor that has retired from the State of Washington using the 2008 Early Retirement Factor (ERF). Stricter return-to-work restrictions apply to a retiree under the 2008 ERF. The SERVICE PROVIDER must verify retirement status by completing a Service Provider Retirement Status Form, attached as Exhibit "B", for each of the SERVICE PROVIDER'S owners and for each person providing service under this Agreement.

6. SERVICE PROVIDER EMPLOYEES/AGENTS.

The CITY may at its sole discretion require the SERVICE PROVIDER to remove an employee, agent or servant from employment on this Project. The SERVICE PROVIDER may however employ that individual on other non-CITY

related projects.

7. HOLD HARMLESS INDEMNIFICATION.

A. SERVICE PROVIDER Indemnification. The SERVICE PROVIDER agrees to indemnify, defend and hold the CITY, its elected officials, officers, employees, agents, and volunteers harmless from any and all claims, demands, losses, actions and liabilities (including costs and all attorney fees) to or by any and all persons or entities, including, without limitation, their respective agents, licensees, or representatives, arising from, resulting from, or connected with this Agreement to the extent caused by the negligent acts, errors or omissions of the SERVICE PROVIDER, its partners, shareholders, agents, employees, or by the SERVICE PROVIDER'S breach of this Agreement. The SERVICE PROVIDER expressly waives any immunity that may be granted to it under the Washington State Industrial Insurance Act, Title 51 RCW. The SERVICE PROVIDER'S indemnification shall not be limited in any way by any limitation on the amount of damages, compensation or benefits payable to or by any third party under workers' compensation acts, disability benefit acts or any other benefit acts or programs. This waiver has been mutually negotiated by the parties.

B. CITY Indemnification. The CITY agrees to indemnify, defend and hold the SERVICE PROVIDER, its officers, directors, shareholders, partners, employees, and agents harmless from any and all claims, demands, losses, actions and liabilities (including costs and attorney fees) to or by any and all persons or entities, including without limitation, their respective agents, licensees, or representatives, arising from, resulting from or connected with this Agreement to the extent solely caused by the negligent acts, errors, or omissions of the CITY, its employees or agents. No liability shall attach to the CITY by reason of entering into this Agreement except as expressly provided herein.

C. Survival. The provisions of this Section shall survive the expiration or termination of this Agreement with respect to any event occurring prior to such expiration or termination.

8. INSURANCE.

A. The SERVICE PROVIDER shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the SERVICE PROVIDER, their agents, representatives, employees or subcontractors.

B. The SERVICE PROVIDER shall provide a Certificate of Insurance evidencing:

1. Automobile Liability insurance with limits no less than \$1,000,000 combined single limit per accident for bodily injury and property damage.

2. Commercial General Liability insurance written on an occurrence basis with limits no less than \$2,000,000 combined single limit per occurrence and \$2,000,000 aggregate for personal injury, bodily injury and property damage. Coverage shall include but not be limited to: blanket contractual; products/completed operations; broad form property damage; explosion, collapse and underground (XCU) if applicable; and employer's liability.

3. Professional Liability insurance written on a claims made basis with limits of no less than \$2,000,000 per claim, and \$2,000,000 policy aggregate limit.

C. The CITY shall be named as an additional insured on the Automobile and General Liability insurance policies, as respect to work performed by or on behalf of the SERVICE PROVIDER and a copy of the endorsement naming the CITY as additional insured shall be attached to the Certificate of Insurance. The CITY reserves the right to request certified copies of any required policies.

D. The SERVICE PROVIDER'S insurance shall contain a clause stating that coverage shall apply separately to each insured against whom claim is made or suit is brought, except with respects to the limits of the insurer's liability.

E. Any payment of deductible or self-insured retention shall be the sole responsibility of the SERVICE PROVIDER.

F. The SERVICE PROVIDER'S insurance shall be primary insurance as respect to the CITY and the CITY shall be given written notice of any cancellation, suspension or material change in coverage within two (2) business days of SERVICE PROVIDER'S receipt of such notice.

9. TREATMENT OF ASSETS.

Title to all property furnished by the CITY shall remain in the name of the CITY and the CITY shall become the owner of the work product and other documents, if any, prepared by the SERVICE PROVIDER pursuant to this Agreement. Any modification or reuse of such work product and/or other documents for purposes other than those intended by the Agreement shall be the CITY'S sole risk and without liability to SERVICE PROVIDER.

10. COMPLIANCE WITH LAWS.

A. The SERVICE PROVIDER, in the performance of this Agreement, shall comply with all applicable federal, state or local laws and ordinances, including being licensed to do business in the City of Tumwater by obtaining a Tumwater business license and any additional regulations for licensing, certification and operation of facilities, programs and accreditation, and licensing of individuals, and any other standards or criteria as described in this Agreement to assure quality of services.

B. The SERVICE PROVIDER specifically agrees to pay any applicable CITY business and occupation (B&O) taxes which may be due on account of this Agreement.

11. NONDISCRIMINATION.

A. The CITY is an equal opportunity employer.

B. Nondiscrimination in Employment. In the performance of this Agreement, the SERVICE PROVIDER will not discriminate against any employee or applicant for employment on the grounds of race, creed, religion, color, national origin, citizenship or immigration status, families with children status, sex, marital status, honorably discharged veteran or military status, the presence of any sensory, mental, or physical disability or the use of a trained dog guide or service animal by a person with a disability, sexual orientation, genetic information, age or other basis prohibited by state or federal law; provided that the prohibition against discrimination in employment because of disability shall not apply if the particular disability prevents the proper performance of the particular worker involved. Such action shall include, but not be limited to: employment, upgrading, demotion or transfers, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and programs for training including apprenticeships. "Race" is inclusive of traits historically associated or perceived to be associated with race including, but not limited to, hair texture and protective hairstyles. For purposes of this subsection, "protective hairstyles" includes, but is not limited to, such hairstyles as afros, braids, locks, and twists. It is not an unfair practice when a distinction or differential treatment on the basis of citizenship or immigration status is authorized by federal or state law, regulation, rule or government contract.

C. Nondiscrimination in Services. The SERVICE PROVIDER will not discriminate against any recipient of any services or benefits provided for in this Agreement on the grounds of race, creed, religion, color, national origin, citizenship or immigration status, families with children status, sex, marital status, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability or the use of a trained dog guide or service animal by a person with a disability, sexual orientation, genetic information, age or other basis

prohibited by state or federal law. "Race" is inclusive of traits historically associated or perceived to be associated with race including, but not limited to, hair texture and protective hairstyles. For purposes of this subsection, "protective hairstyles" includes, but is not limited to, such hairstyles as afros, braids, locks, and twists. It is not an unfair practice when a distinction or differential treatment on the basis of citizenship or immigration status is authorized by federal or state law, regulation, rule or government contract.

D. If any assignment and/or subcontract have been authorized by the CITY, said assignment or subcontract shall include appropriate safeguards against discrimination. The SERVICE PROVIDER shall take such action as may be required to ensure full compliance with the provisions in the immediately preceding paragraphs herein.

E. Nondiscrimination in Benefits. **The provisions of this subsection are only applicable to contracts with an estimated value of \$50,000 or more.** Pursuant to Tumwater Municipal Code (TMC) Chapter 3.46, the SERVICE PROVIDER shall provide employee benefits or an equivalent sum to the domestic partners of their employees involved in the SERVICE PROVIDER'S operations applicable to this Agreement if such benefits are provided to employees' spouses as more particularly set forth in Chapter 3.46 of the TMC, a copy of which is attached as Exhibit B.

12. ASSIGNMENT/SUBCONTRACTING.

A. The SERVICE PROVIDER shall not assign its performance under this Agreement or any portion of this Agreement without the written consent of the CITY, and it is further agreed that said consent must be sought in writing by the SERVICE PROVIDER not less than thirty (30) days prior to the date of any proposed assignment. The CITY reserves the right to reject without cause any such assignment.

B. Any work or services assigned hereunder shall be subject to each provision of this Agreement and proper bidding procedures where applicable as set forth in local, state and/or federal statutes, ordinances and guidelines.

C. Any technical service subcontract not listed in this Agreement, must have express advance approval by the CITY.

13. NON-APPROPRIATION OF FUNDS.

If sufficient funds are not appropriated or allocated for payment under this Agreement for any future fiscal period, the CITY will not be obligated to make payments for services or amounts incurred after the end of the current fiscal period, and this Agreement will terminate upon the completion of all remaining services for

which funds are allocated. No penalty or expense shall accrue to the CITY in the event this provision applies.

14. CHANGES.

Either party may request changes to the Scope of Services and performance to be provided hereunder, however, no change or addition to this Agreement shall be valid or binding upon either party unless such change or addition be in writing and signed by both parties. Such amendments shall be attached to and made part of this Agreement.

15. MAINTENANCE AND INSPECTION OF RECORDS.

A. The SERVICE PROVIDER at such times and in such forms as the CITY may require, shall furnish to the CITY such statements, records, reports, data, and information as the CITY may request pertaining to matters covered by this Agreement.

B. The SERVICE PROVIDER shall maintain books, records and documents, which sufficiently and properly reflect all direct and indirect costs related to the performance of this Agreement and shall maintain such accounting procedures and practices as may be necessary to assure proper accounting of all funds paid pursuant to this Agreement. These records shall be subject at all reasonable times to inspection, review, or audit, by the CITY, its authorized representative, the State Auditor, or other governmental officials authorized by law to monitor this Agreement.

C. To ensure the CITY'S compliance with the Public Records Act, RCW 42.56, the SERVICE PROVIDER shall retain all books, records, documents and other material relevant to this agreement, for six (6) years after its expiration. The SERVICE PROVIDER agrees that the CITY or its designee shall have full access and right to examine any of said materials at all reasonable times during said period.

16. POLITICAL ACTIVITY PROHIBITED.

None of the funds, materials, property or services provided directly or indirectly under the Agreement shall be used for any partisan political activity, or to further the election or defeat of any candidate for public office.

17. PROHIBITED INTEREST.

No member, officer, or employee of the CITY shall have any interest, direct or indirect, in this Agreement or the proceeds thereof.

18. NOTICE.

Notice provided for in this Agreement shall be sent by certified mail to the addresses designated for the parties on the signature page of this Agreement.

19. ATTORNEYS FEES AND COSTS.

If any legal proceeding is brought for the enforcement of this Agreement, or because of a dispute, breach, default, or misrepresentation in connection with any of the provisions of this Agreement, the prevailing party shall be entitled to recover from the other party, in addition to any other relief to which such party may be entitled, reasonable attorney's fees and other costs incurred in that action or proceeding.

20. JURISDICTION AND VENUE.

A. This Agreement has been and shall be construed as having been made and delivered within the State of Washington. It is agreed by each party hereto that this Agreement shall be governed by laws of the State of Washington, both as to interpretation and performance.

B. Any action of law, suit in equity, or judicial proceeding for the enforcement of this Agreement or any provisions thereof shall be instituted and maintained in the superior court of Thurston County, Washington.

21. SEVERABILITY.

A. If, for any reason, any part, term or provision of this Agreement is held by a court of the United States to be illegal, void or unenforceable, the validity of the remaining provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.

B. If it should appear that any provision hereof is in conflict with any statutory provision of the State of Washington, said provision which may conflict therewith shall be deemed inoperative and null and void insofar as it may be in conflict therewith, and shall be deemed modified to conform to such statutory provisions.

22. ENTIRE AGREEMENT.

The parties agree that this Agreement is the complete expression of the terms hereto and any oral representations or understandings not incorporated herein are excluded. Further, any modification of this Agreement shall be in writing

and signed by both parties. Failure to comply with any of the provisions stated herein shall constitute material breach of contract and cause for termination. Both parties recognize time is of the essence in the performance of the provisions of this Agreement. It is also agreed by the parties that the forgiveness of the nonperformance of any provision of this Agreement does not constitute a waiver of the provisions of this Agreement. This Agreement may be executed in any number of counterparts, which counterparts shall collectively constitute the entire Agreement.

*** Signatures on Following Page ***

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed the day and year first hereinabove written.

CITY:
CITY OF TUMWATER
555 Israel Road SW
Tumwater, WA 98501

SERVICE PROVIDER:
HDR ENGINEERING, INC.
Address: 905 Plum Street SE, Ste. 200
Olympia, WA 98501
Tax ID #: 601-021-437
Phone Number: 360-570-4400

DEBBIE SULLIVAN
Mayor

Signature (Notarized – see below)
Printed Name: _____
Title: _____

ATTEST:

Melody Valiant, City Clerk

APPROVED AS TO FORM:

Karen Kirkpatrick, City Attorney

STATE OF WASHINGTON

COUNTY OF THURSTON

I certify that I know or have satisfactory evidence that _____(name) is the person who appeared before me, and said person acknowledged that (he/she) signed this instrument, on oath stated that (he/she) was authorized to execute the instrument and acknowledged it as the _____(title) of _____(company) to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

Dated: _____

Notary Public in and for the State of Washington,
My appointment expires: _____

Exhibit A

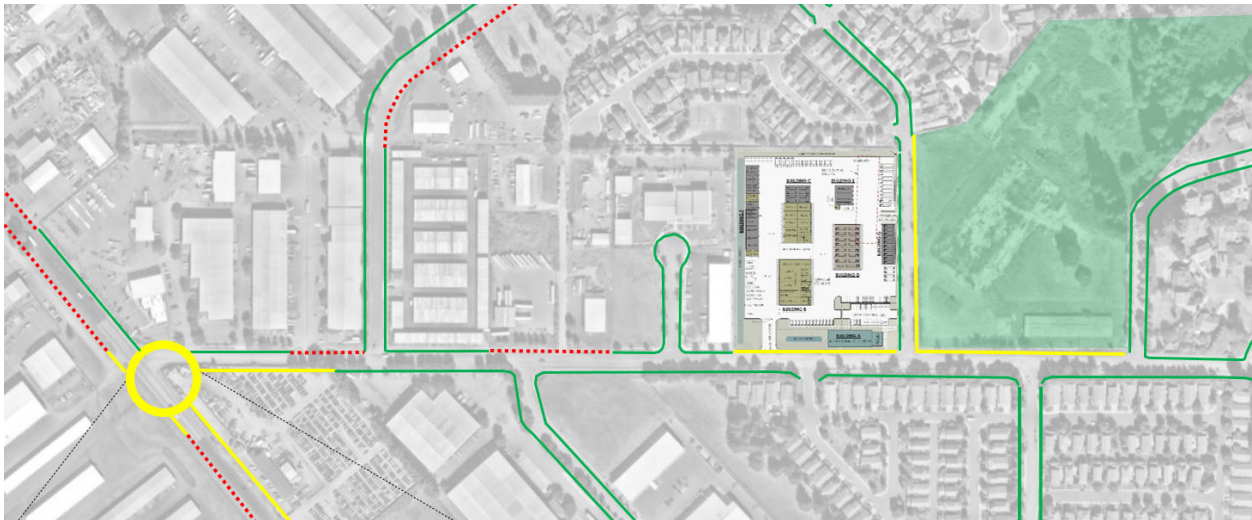
DRAFT Scope of Services

Old Hwy 99 and 79th Avenue Roundabout

Introduction

The City of Tumwater (CITY) has selected HDR Engineering, Inc. to provide support to the city in the design and development of construction documents for the Old Hwy 99 and 79th Avenue Roundabout and the frontage improvements required for the CITY's proposed maintenance and park facilities along 79th Avenue and Trails End Road.

During the term of this AGREEMENT, HDR Engineering, Inc. (CONSULTANT) shall perform professional services for the City of Tumwater in association with the work. This document shall be used to plan, conduct, and complete the work.



Roundabout and Frontage Improvements Overview

This project includes intersection and frontage improvements associated with the CITY's proposed facilities on 79th Avenue and Trails End Road. This scope of work includes efforts required to design the roundabout (RAB) and the frontage improvements (FRONTAGE) projects. The RAB and FRONTAGE projects are covered under different tasks so the two projects can be tracked separately.

RAB - The roundabout improvements at the intersection of Old Hwy 99 and 79th Avenue will be developed to be consistent with the CITY's Old Hwy 99 corridor study. Further discussion of the roundabout design approach and anticipated project limits is included in the roundabout design scope of work.

FRONTAGE – The frontage improvements project will match into existing frontage improvements on 79th Avenue and Trails End Road. Improvements will include stormwater improvements to meet the CITY's Drainage Design and Erosion Control Manual. The FRONTAGE project includes the following limits:

- Approximately 1,200 feet along the north side of 79th Avenue
- Approximately 700 feet along the east side of Trails End Road

The CONSULTANT's work is expected to start in March 2023 and continue through January 2024. The CONSULTANT will perform the Work as defined in the tasks in this document. The Preliminary Engineering phase of the project will include preliminary Right-of-Way activities that will establish the Right-of-Way needs and estimated costs. Efforts for the Right-of-Way phase of the project will be added as an amendment after the Preliminary Engineering Phase is complete and the Right-of-Way needs have been defined.

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- Task 2 Public Outreach Support
- Task 3 Topographic Survey and Right of Way Base Mapping
- Task 4 Geotechnical Investigation and Reporting
- Task 5 Cultural Resources

PRELIMINARY ENGINEERING (RAB)

- Task 6 Environmental Permitting
- Task 7 Phase 1 Environmental Site Assessment
- Task 8 Preliminary Design
 - Sensitivity Analysis
 - Roadway/Roundabout Design
 - Stormwater Design
 - Sanitary Sewer Design
 - Illumination Design
 - Landscaping Design
- Task 9 Utility Coordination/Undergrounding
- Task 10 Real Estate Services Support
- Task 11 Final Design
 - Roadway/Roundabout Design
 - Stormwater Design
 - Sanitary Sewer Design
 - Illumination Design
 - Landscaping Design

PRELIMINARY ENGINEERING (FRONTAGE)

- Task 12 Environmental Permitting
- Task 13 Preliminary Design
 - Roadway Design
 - Stormwater Design
 - Water Design (Service Stub-out for Site Development for Both Parcels)
 - Illumination Design
 - Landscaping Design
- Task 14 Utility Coordination/Undergrounding
- Task 15 Final Design

- Roadway Design
- Stormwater Design
- Water Design (Service Stub-out for Site Development for Both Parcels)
- Illumination Design
- Landscaping Design

PLANS, SPECIFICATIONS, AND ESTIMATE (RAB)

- Task 16 30% Design Documentation (RAB)
- Task 17 75% Plans, Specifications, and Construction Cost Estimate (No CSI Format)
- Task 18 Draft Final Plans, Specifications, and Construction Cost Estimate (No CSI Format)
- Task 19 Advertisement and Bidding Support
- Task 20 Design Support During Construction

PLANS, SPECIFICATIONS, AND ESTIMATE (FRONTAGE)

- Task 21 30% Design Documentation (FRONTAGE)
- Task 22 75% Plans, Specifications, and Construction Cost Estimate (No CSI Format)
- Task 23 Draft Final Plans, Specifications, and Construction Cost Estimate (No CSI Format)
- Task 24 Advertisement and Bidding Support
- Task 25 Design Support During Construction

Design Criteria

The CITY will designate the basic premises and criteria for plan development. The plans shall be developed in accordance with the latest edition and amendments of the following publications as of the date of the signing of this AGREEMENT of the following documents.

Measurements will be in English units.

Drafting Standard: APWA/City of Tumwater

Datums:

Horizontal: Washington State Plane Coordinate System

Vertical: NGVD 29

City of Tumwater Publications:

- The Tumwater Development Guide and Standard Details (Interim 2021) or the latest version
- Drainage Design and Erosion Control Manual for Tumwater (July 2022)
- Latest Tumwater Standard Details

WSDOT Publications:

- Standard Specifications for Road, Bridge and Municipal Construction, English edition (2022)
- Standard Plans for Road, Bridge and Municipal Construction, English edition
- WSDOT Design Manual

American Association of State Highway and Transportation Officials (AASHTO) Publications:

- A Policy on Geometric Design of Highways and Streets, (2018 Edition – “Green Book”)

U.S. Department of Transportation (USDOT) Publications:

- Manual of Uniform Traffic Control Devices for Streets and Highways
- Highway Capacity Manual, Special Report 209
- Public Right of Way Accessibility Guidelines (PROWAG)
- NCHRP Report 672 (FHWA Roundabout Guidance)

Additional project specific criteria will be established in initial meetings with the CITY.

Detailed Scope of Services

TASK 1: PROJECT MANAGEMENT

The purpose of this activity is to provide overall direction and control for the RAB and FRONTAGE projects. The CONSULTANT's project manager shall be responsible for developing and administering the communication plan for the project, including creation and updates of the project schedule, implementation of the quality control process, project reporting, project documentation, and overall performance of the project. Activities will include the following:

Task 1.1 – Project Management/Administration

The CONSULTANT shall administer the project and coordinate with CITY to facilitate efficient progress and timely completion. Elements of work for this task include:

- Project Setup
- Manage project activities, Quality Management Plan, Health and Safety Plan
- Manage project budget and schedule
- Manage sub-consultant agreements
- Perform management and business reviews
- Project Closeout

Task 1.2 – Project Reporting/Invoicing

The CONSULTANT shall prepare monthly invoices, earned value and progress reports to document the work performed and anticipated work for the next month. Elements of work for this task include:

- Prepare monthly earned value chart tracking project progress.
- Prepare/submit monthly progress report and invoice to CITY project manager.

Task 1.3 – Project Team Meetings

The CONSULTANT project manager, in addition to attending specific meetings as described in other tasks, shall attend the following meetings:

- Bi-weekly CITY project management meetings to discuss progress, action items, schedule, budget, and upcoming issues. CONSULTANT shall prepare agenda and meeting minutes including summary of action items, strategies, and decisions made.
- Monthly CONSULTANT team meetings to coordinate team's progress and effort. CONSULTANT shall prepare agenda, summarize decisions made, and assign action items.
- The CONSULTANT shall maintain regular contact with the CITY Project Manager and maintain regular coordination with CITY staff for this project in accordance with the provisions stated in this scope of work. The CONSULTANT Project Manager shall be responsible for maintaining regular contact with the CITY and designated project management team staff through informal office visits, telephone conversations, emails and open access to project information by the CITY.

Task 1 - Assumptions:

- CONSULTANT / CITY project management meetings shall be conducted via video conference call or in person, be attended by two CONSULTANT team members, and be one hour or less in duration.
- The Project Budget and Earned value will be tracked at the Task level.
- Work will occur over eleven (11) consecutive months between Mar 2023 & Jan 2024.

- All meetings with the CITY shall be attended by two (2) CONSULTANT team members.
- Project design team meetings are assumed to be one hour or less in duration. One CONSULTANT team member will have an additional hour for meeting preparation and minutes.
- Project management team meetings will occur every other week for the duration of the project.
- The CONSULTANT will provide all meeting participants with the phone number and participant code number, or a link to the video conference session when using virtual meeting software for each meeting(s).
- CONSULTANT internal team will meet one time per month for a period of eleven (11) months between Mar 2023 & Jan 2024. Internal team meetings will be one (1) hour in duration and will include the PM and design discipline leads.
- The initial project design team meeting will be an internal kickoff meeting that the discipline leads, and their support staff will attend. This meeting is anticipated to be 1.5 hours in duration.
- All management and design team meetings will cover items in both project and meeting notes will be combined in one document.

Task 1 - Deliverables:

- Project Schedule (included with biweekly progress report, via pdf)
- Meeting Minutes (Assumes 22 project management team meetings and 11 project design team meetings, via pdf).
- Monthly Progress Reports/Invoices (Assumes 11 Reports/Invoices, via pdf).
- Earned Value Chart (Assumes 11 total, via pdf)

TASK 2: PUBLIC OUTREACH SUPPORT

The purpose of this activity is to provide public outreach support to the CITY for the RAB and FRONTAGE projects.

Task 2.1 – Public Outreach Exhibits

The CONSULTANT shall develop exhibits depicting the proposed project improvements for the CITY to post to the project website.

Task 2.2 – Public/Stakeholder Outreach Support

The CONSULTANT shall support the CITY's coordination efforts with project stakeholders and the community. Efforts may include reviewing/responding to stakeholder questions and/or attending meetings to discuss the project details with stakeholder. The budget assumes up to 40 hours of public/stakeholder outreach support will be required for the RAB and FRONTAGE projects.

Task 2 - Assumptions:

- CITY will update the project website with exhibits provided by CONSULTANT in PDF or PNG format.
- It assumed that no oversized exhibit display boards will be required for public outreach efforts and all deliverables will be provided in electronic format.
- Hours for public/stakeholder outreach support effort is estimated to be 40 hours.

Task 2 - Deliverables:

- Public Outreach Exhibits – these exhibits will be developed using the project design CADD files but will be modified to be used for display graphics rather than construction documents (PDF format).

TASK 3: TOPOGRAPHIC SURVEY and RIGHT-OF-WAY MAPPING

CONSULTANT will retain MTN2Coast (M2C) to provide topographic surveying and right of way base mapping services for the RAB and FRONTAGE projects. M2C will build on previous work performed for the CITY. City will provide as-built records for City's owned utilities. It is the CONSULTANT's responsibilities to obtain existing utility records from private utilities and the cost for locate services.

TASK 3.1 – Right-of-Way Base Map

M2C will complete the appropriate field and office work to establish the right-of-way base map for the RAB and FRONTAGE projects. A Record of Survey drawing will be prepared and recorded with the County Auditor's office for any revision to right-of-way, as required by law. All existing searched for and found monuments based on record of surveys and recorded plats shall be documented on the right-of-way base map. It is anticipated that during construction a DNR permit to destroy or remove the monuments will be required.

TASK 3.2 – Topographic Survey Base Map

M2C will complete a topographic survey of the RAB and FRONTAGE project sites as shown in **Figure 1** and **Figure 2**. The topographic survey shall be conducted within the project limits and out to 25 feet beyond the proposed project boundary.

Topographic survey features to be mapped:

- Roadways, driveways, sidewalks, and other surface features with material or surface types;
- Centerlines, channelization, and angles of intersection of the side streets with main roadway centerline;
- One-foot contours with tops, toes and breaks;
- Buildings and other structures on site with finished floor elevations;
- Other visible improvements such as curbs, mailboxes, light poles, etc.;
- Trees (2" caliper and larger), shrubs, special landscaping, and irrigation features;
- Locations of other landscaping materials such as grass lawns, rock structures, sculptures, etc.;
- Type, locations and elevations of sprinkler heads, sprinkler control boxes, and other sprinkler devices that may become a design and ROW negotiation considerations;
- Fences and retaining walls;
- Toe and top of slopes within drainage features;
- Locate and confirm all existing utilities and appurtenances with types, sizes, and materials, as possible for all public and private owned utilities;
- All other features not explicitly stated as required for design in accordance with standard survey practices.

Water Mains and Appurtenances:

- Size and material type of water main from city records, locate service markings and observations by M2C;

- Size and type of manhole, meter and fire hydrant from city records, locate service markings and observations by M2C;
- Size and type of valve from city records, locate service markings and observations by M2C, with operating nut elevation by M2C;

Storm Drains and Open Channels:

- Size and material type of storm drains with flow direction from city records, locate service markings and observations by M2C;
- Size and type of appurtenances including inlet, catch basin, junction box etc. from city records and observations by M2C;
- Rim elevation and flowline elevations of all lines entering and exiting drainage structure;
- Open channels and culverts with material and elevations if visible;
- Width and height of all box culverts as well as the entry and exit elevations ;
- Elevations, widths and locations of any headwalls, retaining walls, aprons or other objects within the limits of the survey.

Sanitary Sewer and Appurtenances:

- Size and material type of sewer line with flow direction from city records, locate service markings and observations by M2C;
- Size and type of manhole (brick, concrete, fiberglass, drop manhole, etc.);
- Rim elevation and flowline elevations of all lines entering and exiting manhole;
- Manhole access device, cleanout and other appurtenances.

Gas Mains:

- Size and type of appurtenances including meter, manhole, valve etc. from locate service markings, utility company records and observations by M2C.

Underground Telephone:

- Size and type appurtenances (manhole, telephone pole, guy wire, vault, etc.) from locate service marking, utility company records and observations by M2C.

Electric:

- Location, size and type appurtenances (manhole, vault, power pole, guy wire, overhead lines, etc.) from locate service marking, utility company records and observations by M2C.

Underground Fiber Optic:

- Location, size and type appurtenances (manhole, vault etc.) from locate service marking, utility company records and observations by M2C.

Field Sketch and Notes:

- Field sketches and notes depicting any special field information shall be furnished, if available.

TASK 3.3 – Right-of-Way Plans and Legal Descriptions

M2C will review right-of-way plans developed by the CONSULTANT. Up to three (3) rounds of comments are included.

M2C will develop ROW exhibits (legal description and sketch) for the property acquisitions and temporary construction easements. The effort includes up to three (3) reviews of the right-of-way plans.

ROW staking for appraisal and negotiation. Set temporary hubs on the proposed new ROW at the intersection of the sidelines of existing parcels.

Task 3 - Assumptions:

- Survey control will be established by M2C. Benchmarks (BMs) or Control Points (CPs) shall be established at each end of the project with intermediate locations spaced about every 500 feet and at a sufficient distance outline the limits of construction so as not to be disturbed by construction activities. A minimum of two BMs or CPs are to be provided on each project with the northing, easting, elevation, and description;
- CITY will provide right of entry permits for the survey efforts;
- M2C will obtain Title Reports for use in developing the right-of-way base map;
- The topographic survey prepared by M2C for the CITY's facilities on 79th Avenue and Trails End Road will be provided to the design team for the FRONTAGE project efforts.
- Datums: Horizontal datum will be the Washington State Plane Coordinate System
 Vertical datum will be NGVD 29

Task 3 - Deliverables:

- Up to four (4) Title Reports (See **Figure 3**)
- Right-of-Way base map in AutoCAD format
- Topographic survey map in AutoCAD format with 3d surface of the project areas

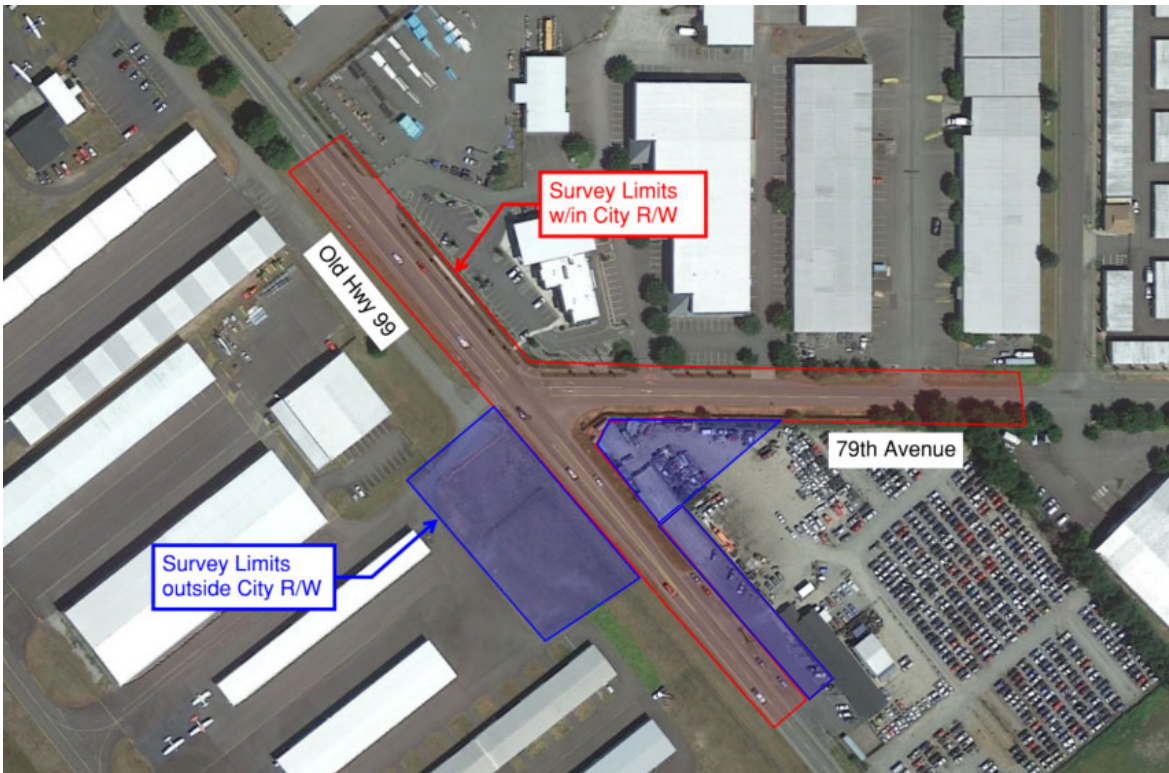


Figure 1 – RAB Project Survey Limits

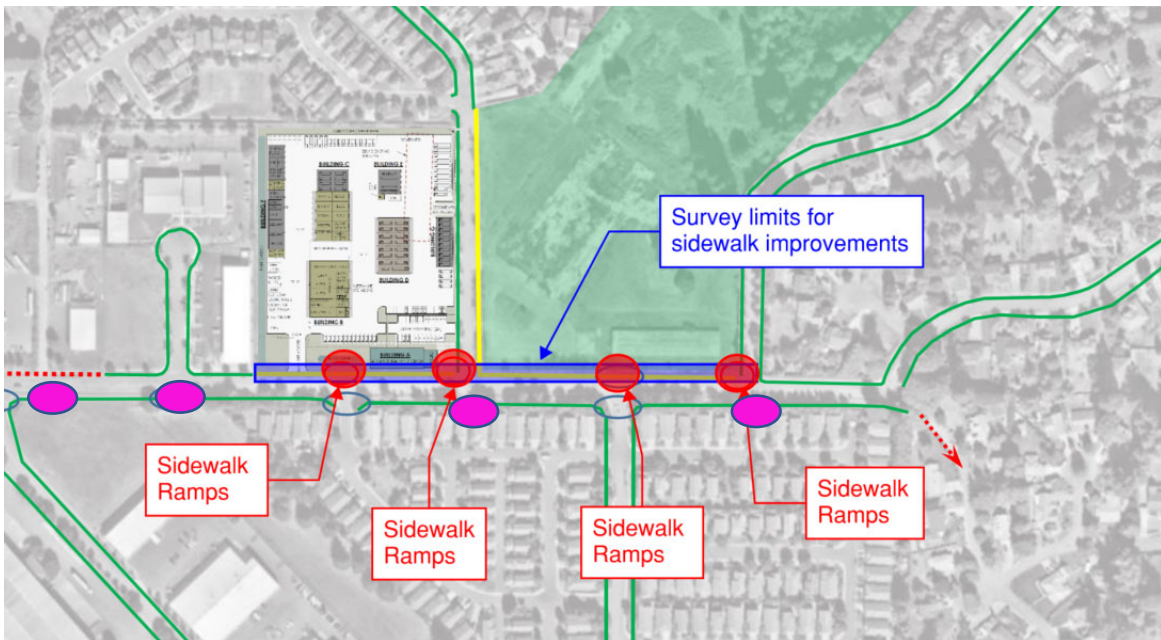


Figure 2 – FRONTAGE Project Survey Limits

● Add ADA ramps into review for compliance and upgrade if necessary



Figure 3 – Required Title Reports

Title Reports:

1. Parcel No. 38400000104 (Kaufman Real Estate LLC)
2. Parcel No. 12711410300 (Kaufman Real Estate LLC)
3. Parcel No. 31100002100 (PICK A PART INC)
4. Parcel No. 38400000200 (Port of Olympia)

TASK 4: GEOTECHNICAL INVESTIGATION AND REPORTING

CONSULTANT will retain Landau and Associates Inc. (LAI) to provide geotechnical engineering services in support of Project. LAI's efforts will include soil sampling and testing to determine information required for the stormwater design and collecting and testing soil samples located in areas of R/W acquisition. See **Figure 4** and **Figure 5**.

Geotechnical services for the RAB and FRONTAGE project sites are included in this task. One geotechnical report will be prepared to address the soil conditions at both project sites and used for the stormwater designs of the RAB and FRONTAGE projects.

CONSULTANT Services

HDR will review and provide comment on the Draft Technical Memorandum.

LAI Services

The following services will be provided by LAI.

Task 4.1 – Site Reconnaissance, Utility Locates

This subtask includes the following efforts:

- Gather and review available published geotechnical and geologic subsurface information.
- Visit the site to observe existing conditions and excavator access for field explorations.
- Notify the Utility Notification Center for public utility clearance. Subcontract a private utility-locating service to locate utilities outside of public easements.
- Submit a traffic control plan for review by the CITY.
- Prepare a health and safety plan and QA/QC plan for review by CONSULTANT.
- Prepare subcontractor agreements for excavating, private utility-locating, and traffic control services. Coordinate fieldwork schedule with subcontractors.
- Determine need for mounding analysis following the City of Tumwater Design and Erosion Control Manual.

Task 4.2 – Geotechnical Field Explorations and Laboratory Testing

This efforts in this task cover both the RAB and FRONTAGE project sites. The project site locations are far enough apart that it is not feasible to use the same soil samples or monitoring wells for both project locations.

Field Explorations - RAB

Advance as many as 3 borings to depths of 20-25 ft below ground surface or practical refusal (rock, groundwater table, etc.). The borings will be located off the roadway shoulder/outside the edge of pavement. LAI will submit a sketch showing the proposed exploration locations for review prior to breaking ground.

Advance one (1) boring to a depth of 20-25 ft below ground surface or practical refusal (rock, groundwater table, etc.) in each parcel acquisition area planned for the RAB improvements. Soil samples from the borings will be tested for potential contamination.

Field Explorations - FRONTAGE

Advance as many as 3 borings to depths of 20-25 ft below ground surface or practical refusal (rock, groundwater table, etc.). The borings will be in the northwest corner of the City's future park facility at the north end of the project limits on Trails End Rd. LAI will

submit a sketch showing the proposed exploration locations for review prior to breaking ground.

An LAI geotechnical engineer or geologist will supervise the explorations, obtain soil samples, and prepare field logs of conditions encountered. Soil samples will be returned to LAI's laboratory for further classification and testing. Soil samples obtained from the explorations will be held for 90 days after submittal of the final report. After that date, the soil samples will be disposed of, unless arrangements are made to retain them.

Laboratory Testing - RAB

- Geotechnical laboratory testing will be completed to help determine pertinent engineering soil properties. Laboratory testing will include ten (20) index tests (combined grain-size distribution analyses) and ten (20) moisture content determinations.
- One PIT tests at the proposed infiltration pond location to determine infiltration rates will be in accordance with the City of Tumwater Drainage Design and Erosion Control Manual.
- One CBR test will be performed on a soil sample from the RAB site.
- Perform laboratory tests necessary to identify contamination within the right-of-way areas the CITY plans to acquire for the RAB project improvements. It is anticipated that soil samples from the Pick-n-Pull site and the Port of Olympia's airport property on the south side of Old Hwy 99 will need to be tested.

Laboratory Testing - FRONTAGE

- Geotechnical laboratory testing will be completed to help determine pertinent engineering soil properties. Laboratory testing will include three (3) index tests (combined grain-size distribution analyses) and three (3) moisture content determinations.
- One PIT tests at proposed infiltration pond location to determine infiltration rates will be in accordance with the City of Tumwater Drainage Design and Erosion Control Manual.

Task 4.3 – Groundwater Monitoring

This task includes efforts for groundwater monitoring at the project sites. The need for these services depends on results of initial evaluation of groundwater levels. If it is determined that groundwater monitoring at either site is required, CONSULTANT will coordinate with CITY project manager to obtain notice-to-proceed for the appropriate subtask listed below.

Task 4.3.1 – RAB Project Site

- Install monitoring wells to determine seasonally high ground water elevation for the purpose of mounding water analysis and verify the pond bottom location maintains appropriate separation.

Task 4.3.2 – FRONTAGE Project Site

- Install monitoring wells to determine seasonally high ground water elevation for the purpose of mounding water analysis and verify the pond bottom location maintains appropriate separation.

Task 4.4 – Geotechnical Engineering Analysis and Reporting

This task includes efforts to analyze data obtained from the geologic review, field explorations, and laboratory testing program for the RAB and FRONTAGE project sites to assess the geotechnical feasibility of stormwater infiltration. Prepare a Geotechnical Report that includes:

- A site map showing the approximate locations of the explorations.
- Descriptive logs of the explorations and a summary of the subsurface soil and groundwater conditions observed in the explorations and mapped geology.
- An evaluation of tests performed on right-of-way acquisition areas planned for the RAB project site.

Task 4 - Assumptions:

- Traffic control plans will be submitted to the CITY for review and approval prior to any work being performed.
- Traffic control plans, traffic control devices, and traffic control services will be provided by LAI and are assumed to consist of roadway shoulder and one day of flaggers.
- Right-of-way permits will be provided by the CITY at no cost to LAI.
- Test pits and/or borings can be completed on weekdays during daylight hours.
- Soil tests on right-of-way areas where transfers are planned at the FRONTAGE project site will not require testing for contamination.
- The Draft Geotechnical Report will be submitted with the 75% design submittal for CITY review.

Task 4 - Deliverables:

- Draft Geotechnical Report will be delivered electronically in pdf format.
- Final Geotechnical Report will be delivered electronically in pdf format.

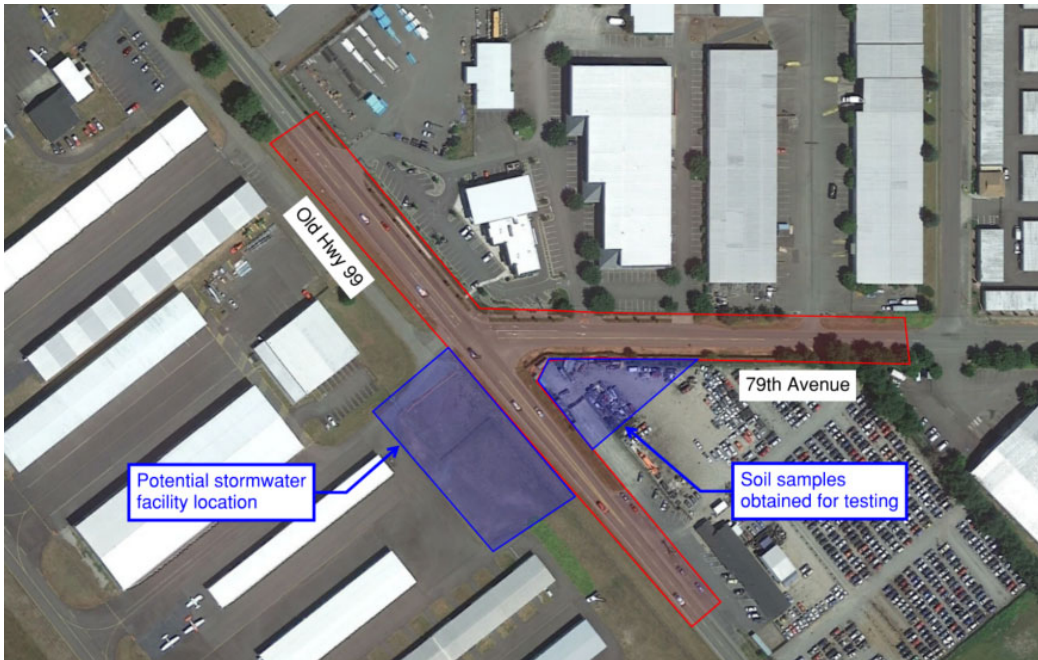


Figure 4: Geotechnical Investigations – RAB



Figure 5: Geotechnical Investigations – FRONTAGE

TASK 5: CULTURAL RESOURCES ASSESSMENT

Based upon preliminary review of the Washington Information System for Architectural & Archaeological Records Data (WISAARD), the projects vicinities have a moderate risk for containing archaeological resources. The cultural resources assessment will include the following research and permitting efforts:

5.1 – Review Existing Information

CONSULTANT shall perform a desktop review of available cultural resources information identified within the RAB and FRONTAGE project areas and within a 1-mile buffer around the project areas within WISAARD. The research will include a review of existing cultural resources data and previously completed cultural resource surveys, as well as review of accessor data, online historic maps and aerial images, and tribal information that is publicly available. CONSULTANT will reach out to the Indian tribes who may have an interest in the project areas to ask if they have any information or concerns about the project areas that they would share. CONSULTANT assumes the Indian tribes will include the Confederated Tribes of the Chehalis Reservation, Cowlitz Indian Tribe, Nisqually Indian Tribe, and Squaxin Island Tribe. This outreach does not constitute formal government to government consultation.

The results of the desktop review will be summarized in a technical memorandum (see Task 5.4).

5.2 – Project Areas

CONSULTANT shall prepare an exhibit illustrating the project areas for use in consultation with the Department of Archaeological and Historical Preservation (DAHP), Indian tribes, and other agencies, as appropriate. The project areas shall include the maximum extent of proposed ground disturbance, inclusive of potential direct and indirect effects on resources located on parcels adjacent to the ground disturbing activity.

5.3 – Inadvertent Discovery Plans

CONSULTANT shall develop Inadvertent Discovery Plans (IDP) for the projects. The IDPs will outline the processes to follow in the event of an inadvertent discovery during construction. The IDPs will include the contact information for all parties to contact in the event of a discovery and will provide photographic attachments that illustrate various types of cultural resources. The IDPs will be provided under separate cover for use during construction.

5.4 – Cultural Resources Report

CONSULTANT shall prepare a cultural resources technical memorandum that summarizes the results of the desktop review and provides a recommendation of any further cultural resources work. Information regarding tribal outreach and any comments received will also be included. It is assumed that no buildings within the RAB or FRONTAGE project areas will require architectural history survey and no Historic Property Inventory forms will be necessary.

5.5 – Quality Assurance / Quality Control

QA/QC Reviews: CONSULTANT shall perform senior level review of all Task 5 deliverables and document the reviews according to the PROJECT QA/QC Plan.

Task 5 Assumption(s):

- CONSULTANT will assist the CITY with agency and tribal coordination.
- In the event that further cultural resources work is warranted (i.e., field survey or monitoring during construction), CONSULTANT will submit a scope of work and cost adjustment for those services.
- Project requires compliance with the State Environmental Policy Act (SEPA) and Revised Code of Washington (RCW).

Task 5 Deliverable(s):

- Project areas exhibits
- Cultural Resources Technical Memorandum
- Project-specific Inadvertent Discovery Plans

PRELIMINARY ENGINEERING (RAB)

TASK 6: ENVIRONMENTAL PERMITTING (RAB)

CONSULTANT will complete required environmental studies, then prepare environmental documentation, permit applications, and design documentation necessary for the CITY to obtain all environmental and construction permits.

Task 6.1: Critical Areas Desktop Assessment

CONSULTANT will review pertinent background information including the Soils Survey of Thurston County, NWI maps, CITY maps and critical area code sections, as well as database information from WDFW, WDNR, USFWS, and NOAA Fisheries to determine the likelihood that critical areas occur within the project corridor. Critical Areas may include aquatic critical areas (streams and wetlands) as well as Fish and Wildlife Habitat Species or Conservation Areas, Geologically Hazardous Areas, Flood Hazard Areas, and Critical Aquifer Recharge areas.

Task 6.2 Critical Areas Assessment

CONSULTANT will complete a field assessment to determine extents and categories/classifications of any critical areas. It is understood that the City will assess Mazama Pocket Gopher habitat within the project corridor, so this Critical Areas Study will not include a survey of Mazama Pocket Gopher habitat. The remainder of the project area will be evaluated in the field to verify presence or absence of critical areas.

Task 6.3 Habitat Protection Plan

CONSULTANT will prepare a draft and final Habitat Protection Plan, in accordance with Tumwater Municipal Code 16.32.090, addressing all protected habitats found to be within the project site.

Task 6.4 SEPA Checklist

CONSULTANT will prepare a draft and final SEPA Checklist and all supporting documentation for the Project and provide to the CITY for public notification.

Task 6.5 Permit Support

CONSULTANT shall support CITY in efforts to acquire project permits. This includes preparation of design documentation, applications for Feasibility Site Plan Review and Preliminary Site Plan Review, and permit applications for a Land Clearing Permit Application (subject to TMC 16.08.050). This includes up to 4 HDR Staff in attendance at each the Feasibility Site Plan Review meeting and the Preliminary Site Plan Review Meeting (up to 1.5 hours each) and preparation of meeting notes.

Task 6.6 – QA/QC Review

CONSULTANT shall perform a senior level review of all deliverables associated with this task prior to being submitted to the CITY. The reviews will follow the QA/QC plan established for this project.

Task 6 - Assumptions:

- The CONSULTANT will lead all permitting efforts.
- CONSULTANT will not be required to provide Mazama Pocket Gopher habitat calculations and compensatory habitat area calculations.
- It is assumed that the roundabout improvements will be designed to stay within the previous project footprint defined by the CITY.
- Findings from desktop critical areas review and field assessment will be documented within the Habitat Protection Plan.

- The Project is exempt from 16.08.080.C

Task 6 - Deliverables:

- Draft and Final SEPA Checklist (PDF format).
- Draft and Final Habitat Protection Plan (PDF format).
- Draft and Final permitting support documentation (PDF format).
- Meeting notes from up to two Development Review Committee meetings (PDF format).

TASK 7: ENVIRONMENTAL SITE ASSESSMENT (RAB)

Task 7.1 Phase 1 Environmental Site Assessment

The Pick-N-Pull parcel and airport parcels on the south side of Old Hwy 99 have the potential for contamination based on past and/or present site uses. In areas where the CITY plans to acquire right-of-way for the RAB project, the CONSULTANT will evaluate the soil condition to confirm no contamination is present.

Task 7.2 – Site Soils Evaluation

Site Soils Evaluation - The CONSULTANT will evaluate results of soil sample testing on parcels where CITY acquisitions are anticipated. It is assumed that no contamination will be found. If contamination is encountered, the CONSULTANT will coordinate with the CITY project manager for an amendment to the scope of work to include additional efforts required to address the contamination.

Site Soil Assessment Technical Memo – CONSULTANT will summarize the soil sampling and testing activities and results in a Site Soil Assessment Technical Memo.

Task 7.3 – QA/QC Review

CONSULTANT shall perform a senior level review of all deliverables associated with this task prior to being submitted to the CITY. The reviews will follow the QA/QC plan established for this project.

Task 7 - Assumptions:

- No contamination will be found.
- No additional analysis beyond the initial soils analysis will be required.

Task 7 - Deliverables:

- Site Soils Assessment Technical Memo (PDF format)

TASK 8: PRELIMINARY DESIGN (RAB)

Task 8.1 – Sensitivity Analysis

The design team will evaluate the results of the operational analysis conducted as part of the CITY's Old Hwy 99 Corridor Study to determine the appropriate opening year, or interim, configuration for the roundabout.

The sensitivity analysis will evaluate the anticipated year the corridor and intersection traffic will exceed the capacity of a single lane roundabout and document the recommended opening year configuration and design approach for future expansion of the roundabout, if needed.

Available traffic volumes and volume projection data from the Old Hwy 99 corridor study will be used to evaluate the interim and ultimate configurations of the roundabout.

Sensitivity Analysis Memo – a memo will be developed to document the review of the operational results, evaluation of a single lane roundabout operations, and recommendations for the intersection design.

Bike Lanes shall be provided along the corridor consistent with the corridor recommendations.

Roundabout shall have a 3' buffer strip (not including the curb) and 10' shared use path.

Sidewalks will be provided on both sides of Old Hwy 99 and in all four quadrants of the roundabout. Sidewalks will accommodate pedestrians and bicycle off ramps.

Task 8.2 – Roadway/Roundabout Design

Ultimate Roundabout Configuration - CONSULTANT shall develop the ultimate roundabout configuration to match into the CITY's planned corridor roadway section. The design vehicle for the ultimate configuration roundabout shall be a WB-67. The roundabout shall be designed such that the geometry allows for a WB-50 vehicle to maneuver through the roundabout without tracking onto the truck apron.

Interim Roundabout Configuration - CONSULTANT shall develop the interim roundabout configuration based on recommendations and outcomes of the sensitivity analysis. The interim roundabout configuration, if needed, will be designed to widen to the outside or the inside in the future, as recommended by the sensitivity analysis. The design vehicle for the interim roundabout configuration shall be a WB-67. The roundabout shall be designed such that the geometry allows for a WB-50 vehicle to maneuver through the roundabout without tracking onto the truck apron.

Performance Checks - CONSULTANT shall develop exhibits for the interim and ultimate configurations showing the following roundabout design elements:

- Speed Curve Exhibits (identifying speeds for R1 through R5 curves)
- Sight Distance Exhibits (identifying stopping and intersection sight distance)
- Truck Turning Movement Exhibits for intersection and driveway access movements.

Roundabout performance check calculations and accompanying figures for the interim and ultimate configurations will be prepared to document design speeds, vehicle turning templates, and sight triangles at the intersection. The roundabout performance checks will be submitted in PDF and AutoCAD format.

Horizontal alignments – alignments for Old Hwy 99 and 79th Avenue will extend approximately 500 feet down each approach. Alignments will be developed for roadway centerlines, truck apron curb lines, and the curb line quadrant alignments for each roundabout. Project survey control points will be tied to the project horizontal alignments.

Vertical alignments – Existing and finished grade profiles will be developed for the centerline, truck apron, and curb line quadrant alignments.

Preliminary Grading - Establishing the curb line quadrant profiles will include development of an auxiliary 3D model that assumes a normal crown throughout the roundabout and does not represent final grading. Centerline superelevation calculations and cross slope grade transitions will be necessary to determine vertical elevations for each quadrant profile. Final curb line quadrant profiles will be developed using profiles cut from the auxiliary 3D model.

Task 8.3 – Stormwater Design

Stormwater Design - The CONSULTANT will conduct a preliminary drainage analysis of the project site. The CONSULTANT will evaluate the use of retrofitting existing CITY facilities, new infiltration galleries, low impact development best management practices or any other potential new stormwater treatment facilities within the project limits.

Draft Stormwater Report - The CONSULTANT will utilize the requirements set forth in the July 2022 Drainage Design and Erosion Control Manual for Tumwater (DDECM). All eleven (11) minimum requirements will be addressed as part of this task.

- CONSULTANT shall use the ultimate configuration for stormwater calculations and facility sizing.
- CONSULTANT shall prepare a DRAFT Drainage Report following the outline provided in Volume I of the DDECM. The DRAFT Report will be approximately 20-30 pages in length. The DRAFT Report will include graphics which document analysis and assumptions.
- CONSULTANT shall evaluate ALL eleven (11) minimum requirements of the DDECM.
- The CONSULTANT shall use the Western Washington Hydraulic Model (WWHM) for preliminary sizing of both the water quality and flow control facilities.
- No conveyance analysis is required for the DRAFT Drainage Report.

Task 8.4 – Sanitary Sewer Design

Sanitary Sewer Design – CONSULTANT will design sanitary sewer improvements to extend the CITY’s existing facilities on Old Hwy 99 to the eastern limits of the project. The design will include the up to four (4) side sewer laterals that will be stubbed at the right-of-way line for future connection.

Task 8.5 – Illumination Design

This task includes efforts for developing the illumination design, CONSULTANT will coordinate with CITY project manager to obtain notice-to-proceed for the work listed below.

Illumination Design File Setup – CONSULTANT will develop a base map for use in the AGI32 street lighting file and import the design line work into the file. Existing street lighting will be built into the AGI32 lighting file. CONSULTANT will verify lamp depreciation values for the AGI32 design parameters.

Line Loss Calculations and Wiring – CONSULTANT will evaluate line loss calculations and identify illumination system circuit wiring.

Preliminary Illumination Layout – A preliminary illumination layout will be developed as part of the preliminary roadway/roundabout geometric review/evaluation. Luminaire height and lighting levels will take into consideration height limits required by the Airport. CONSULTANT will evaluate the airport’s TERPS surface to verify that 7460 Permits will not be required for construction of the streetlights at the intersection.

Task 8.6 – Landscaping Design

Roadway Landscaping – CONSULTANT will coordinate with CITY staff to identify preferred plants and trees for the roadway landscaping areas. CONSULTANT will develop a planting layout for the roadside landscaping based on feedback received from CITY staff.

Central Island Landscaping – CONSULTANT will coordinate with CITY staff to identify the CITY's expectations for the central island landscaping design. CONSULTANT will develop up to three (3) concept sketches for the central island landscaping design for CITY review and comment. CONSULTANT will advance the concept that the CITY selects for the project.

Irrigation System Design – The irrigation design will consist of developing high-level schematic construction documents identifying the landscaping areas that require irrigation. The design performance specification that will control the design/build effort for the installation of the irrigation system.

Task 8.7 – QA/QC Review

CONSULTANT shall perform a review of all deliverables submitted to the CITY as part of this Task. The reviews will follow the QA/QC plan established for this project.

Task 8 - Assumptions:

- Existing traffic data will be provided by the CITY and used for the pavement analysis.
- The CITY will provide existing Drainage Report prepared for adjacent parcels or intersections as available.
- The CITY will provide one set of conflict resolved comments for the DRAFT Drainage Report
- CITY will provide CONSULTANT illumination design standards and luminaire dirt and lamp lumen depreciation.
- Illumination design will be developed prior to utility potholing being completed.

Task 8 - Deliverables:

- FINAL Roundabout Performance Check Calculations and Figures (pdf & AutoCAD).
- DRAFT Drainage Report for CITY review and comment, delivered electronically in pdf format.
- AGI32 lighting analysis results

TASK 9: UTILITY COORDINATION (RAB)

CONSULTANT will coordinate with CITY staff to develop a utility contact list for use in the utility coordination efforts for the relocation of existing utilities associated with the roadway reconstruction. The CONSULTANT will correspond with representatives of the water, sewer, gas, telephone, cable, and power to coordinate the planning and design of utility relocation efforts. The CONSULTANT will provide coordination with the CITY, public and private utility owners concerning the relocation of the existing utilities.

Task 9.1 – Review/Confirmation of Existing Information

Preliminary Utility Coordination - CONSULTANT will review existing utilities and potential conflict locations throughout the project area. The CONSULTANT will coordinate with the CITY and utility agencies to help develop utility relocation plans as necessary to implement the proposed improvements.

Preliminary Utility Base Map – A preliminary base map showing all existing utilities within the project limits will be provided to each utility company representative for their review of the base map’s accuracy. The CONSULTANT will work with various utility owners to develop utility relocation strategies and prepare preliminary utility plans.

Private Utility Potholing – CONSULTANT will provide utility owners the proposed improvements and identify potential utility conflict after approval of the 30% design and project footprint and request utility owners to pothole those locations. Proposed utilities will include the fiber optic facilities required for the CITY’s facility located on Trails End Drive. CONSULTANT shall possess all public and private pothole and will incorporate pothole data into the 75% and later design.

Task 9.2 – Conflict Resolution

Conflict Assessment Log – After the proposed underground utilities and illumination system have been designed to a 75% level, the CONSULTANT will evaluate utility conflicts to confirm there are no alternatives that avoid the conflict and document the conflict assessments data in a log.

Conflict Assessment Map – CONSULTANT will develop a conflict assessment map containing information associated with each conflict identified with the 75% design. The conflict assessment map will be provided to each utility company representative for use in utility coordination efforts.

Utility Relocation Coordination – Meetings will be conducted at the 30%, 75% and Draft Final design milestones with private utility companies to coordinate the CITY and private utility designs. CONSULTANT will coordinate with utility company representative to develop project plans and specifications that meet the requirements of the CITY’s franchise agreements with private utility companies. CONSULTANT will incorporate private utility company relocation plans in an appendix of the Project Manual.

Task 9.3 – QA/QC Review

CONSULTANT shall perform a senior level review of all deliverables associated with this task prior to being submitted to the CITY. The reviews will follow the QA/QC plan established for this project.

Task 9 - Assumptions:

- The CITY will provide a list of contact names for each utility located within the project limits.
- It is assumed that undergrounding of overhead utilities into a joint utility trench will be required for the RAB project site.

- Coordination with PSE to determine the limits of the undergrounding work will be completed prior to identifying the final Right-of-Way need for the project.

Task 9 - Deliverables:

- Preliminary Utility Base Map (PDF format)
- Conflict Assessment Map (PDF format)
- Conflict Assessment Log (Excel & PDF format)

TASK 10: REAL ESTATE SERVICES SUPPORT (RAB)

This task includes efforts to support the CITY with right of way acquisition efforts associated with the RAB project at the intersection of Old Hwy 99 and 79th Avenue. The Project Management Team meetings identified in Task 1 will be used to coordinate efforts related to the R/W task.

Task 10.1 – Right-of-Way Meetings

The CONSULTANT shall attend up to 6 meetings with the CITY and impacted property owners to discuss the project.

Task 10.2 – Acquisition and Negotiation Support

CONSULTANT will coordinate with the CITY to identify and develop exhibits and base maps needed for use in the CITY's right-of-way negotiation efforts.

Task 10.3 – QA/QC Review

CONSULTANT shall perform a senior level review of all deliverables associated with this task prior to being submitted to the CITY. The reviews will follow the QA/QC plan established for this project.

Task 10 - Assumptions:

- It is assumed a relocation plan may be required for impacted areas on the Pick-n-Pull parcel where the property owner is currently using the space for storage of items. Submit one (1) draft of the Relocation Plan to the CITY. CITY will review and approve the Relocation Plan prepared by CONSULTANT within ten (10) working days.

Task 10 - Deliverables:

- Up to 10 Right-of-Way Exhibits or sketches will be needed for negotiation with impacted property owners.

TASK 11: FINAL DESIGN (RAB)

CONSULTANT will advance the RAB project design to a 75% level after the 30% design submittal and finalize the design details between the 75% and Draft Final submittals.

Task 11.1 – Roadway/Roundabout Design

Horizontal alignments – alignments for Old Hwy 99 and 79th Avenue will be revised to address comments received on the 75% design submittal.

Vertical alignments – Finished grade profiles will be revised to address comments received on the 75% design submittal.

Final Grading – CONSULTANT will perform centerline superelevation calculations and cross slope grade transitions will be determined for each quadrant profile. The finished grade of the approaches and circulating roadway will be updated to address comments received on the 75% design submittal.

ADA Ramp Design - CONSULTANT will develop design details for each ADA ramp being constructed with the project improvements.

Task 11.2 – Stormwater Design

Stormwater Design - The CONSULTANT will complete the final design of the stormwater conveyance and treatment facilities for the RAB project site. The final design will address design comments received on the Draft Stormwater Report.

Final Stormwater Report - The CONSULTANT will address comments received on the Draft Stormwater Report and finalize the stormwater report for CITY approval.

Task 11.3 – Sanitary Sewer Design

Sanitary Sewer Design – CONSULTANT will update the sanitary sewer design to address comments received on the 75% design submittal. Sanitary sewer details for the project will be developed as part of this task.

Task 11.4 – Illumination Design

Line Loss Calculations and Wiring – CONSULTANT will update the line loss calculations to reflect any revisions made to the preliminary illumination layout.

Puget Sound Energy Service Permit – CONSULTANT will coordinate with Puget Sound Energy (PSE) for preparation and submittal of PSE's new service application.

Task 11.5 – Landscaping Design

Roadway Landscaping – CONSULTANT will revise the preliminary roadway landscaping plan to address comments received on the 75% design submittal.

Central Island Landscaping – CONSULTANT will revise the central island landscaping plan to address comments received on the 75% design submittal.

Irrigation System Design – The irrigation system will be design/build bid item. A performance specification will be provided to the Contractor. CITY will provide preferred language for standard materials and equipment. Irrigation plans will identify areas of irrigation required with information tying the irrigation plans to the performance specification.

Task 11.6 – QA/QC Review

CONSULTANT shall perform a review of all deliverables submitted to the CITY as part of this Task. Reviews will follow the QA/QC plan established for this project.

Task 11 - Assumptions:

- After the 75% design comments have been addressed there will be no significant revisions to the design.

Task 11 - Deliverables:

- FINAL Drainage Report for CITY review and comment, delivered electronically in pdf format.
- AGI32 and line loss calculations

PRELIMINARY ENGINEERING (FRONTAGE)

TASK 12: ENVIRONMENTAL PERMITTING (FRONTAGE)

CONSULTANT will complete required environmental studies, then prepare environmental documentation, permit applications, and design documentation necessary for the CITY to obtain all environmental and construction permits related to the CITY's site development project on 79th Avenue and Trails End Drive.

Task 12.1: Critical Areas Desktop Assessment

CONSULTANT will review pertinent background information including the Soils Survey of Thurston County, NWI maps, CITY maps and critical area code sections, as well as database information from WDFW, WDNR, USFWS, and NOAA Fisheries to determine the likelihood that critical areas occur within the project corridor. Critical Areas may include aquatic critical areas (streams and wetlands) as well as Fish and Wildlife Habitat Species or Conservation Areas, Geologically Hazardous Areas, Flood Hazard Areas, and Critical Aquifer Recharge areas.

Task 12.2 Critical Areas Assessment

CONSULTANT will complete a field assessment to determine extents and categories/classifications of any critical areas. It is understood that the City will assess Mazama Pocket Gopher habitat within the project corridor, so this Critical Areas Study will not include a survey of Mazama Pocket Gopher habitat. The remainder of the project area will be evaluated in the field to verify presence or absence of critical areas.

Task 12.3 Habitat Protection Plan

CONSULTANT will prepare a draft and final Habitat Protection Plan, in accordance with Tumwater Municipal Code 16.32.090, addressing all protected habitats found to be within the project site.

Task 12.4 Critical Areas Calculations

The CITY identified a potential project footprint for initial permitting and mitigation calculation purposes. If the Frontage project improvements do not fit within the previously defined area for Mazama Pocket Gopher Habitat calculations, CONSULTANT will prepare updated calculations for the project under this subtask.

Task 12.5 – Site Soils Evaluation

Site Soils Evaluation - The CONSULTANT will evaluate results of soil sample testing on parcels where CITY acquisitions are anticipated. It is assumed that no contamination will be found. If contamination is encountered, the CONSULTANT will coordinate with the CITY project manager for an amendment to the scope of work to include additional efforts required to address the contamination.

Site Soil Assessment Technical Memo – CONSULTANT will summarize the soil sampling and testing activities and results in a Site Soil Assessment Technical Memo.

Task 12.6 SEPA Checklist

CONSULTANT will prepare a draft and final SEPA Checklist and all supporting documentation for the Project and provide to the City for public notification.

Task 12.7 Permit Support

CONSULTANT will complete applications for Feasibility Site Plan Review and Preliminary Site Plan Review and participate in up to two Development Review Committee Meetings.

Task 12.9 – QA/QC Review

CONSULTANT shall perform a senior level review of all deliverables associated with this task prior to being submitted to the CITY. The reviews will follow the QA/QC plan established for this project.

Task 12 - Assumptions:

- The CONSULTANT will lead all permitting efforts.
- CONSULTANT will not be required to provide Mazama Pocket Gopher habitat calculations and compensatory habitat area calculations as this has been completed by the CITY. If updates to the previous calculations are required, the CITY will provide NTP for subtask 13.4 for those efforts.
- Findings from desktop critical areas review and field assessment will be documented within the Habitat Protection Plan.

Task 12 - Deliverables:

- Draft and Final SEPA Checklist (PDF format).
- Draft and Final Habitat Protection Plan (PDF format).
- Draft and Final permitting support documentation (PDF format).
- Meeting notes from up to two Development Review Committee meetings (PDF format).
- Site Soils Assessment Technical Memo (PDF format).

TASK 13: PRELIMINARY DESIGN (FRONTAGE)

Task 13.1 – Roadway Design

The roadway frontage on 79th Avenue and Trails End Road will be designed to meet current CITY guidelines and the typical roadway sections designated for these roadways. The frontage roadway design will include widening to accommodate the full width section required by the CITY’s guidelines.

Horizontal Layout/Alignments – existing roadway crown will be used to establish the construction centerline alignment for 79th Avenue and Trails End Road. Roadway striping, curb lines, and sidewalk will be included in the frontage design horizontal layout.

Vertical Alignments – Existing and finished grade profiles will be developed for the existing roadway centerline and the proposed flowlines along 79th Avenue and Trails End Road.

Preliminary Grading - Curb return tables will be provided for each curb return identifying the elevations and grades of each return.

Task 13.2 – Stormwater Design

Stormwater Design - The CONSULTANT will conduct a preliminary drainage analysis of the project site area and drainage basin. The CONSULTANT will evaluate the use of new infiltration facilities on the CITY’s parcel as shown in **Figure 5**.

CONSULTANT will develop the stormwater design to accommodate runoff from the future parking lot planned for the CITY parcel adjacent to Trails End Road as shown in **Figure 5**. The FRONTAGE project will not include design of the CITY’s on-site parking lot, but it will include coordination with CITY designers to verify the feasibility of the future connection of on-site facilities.

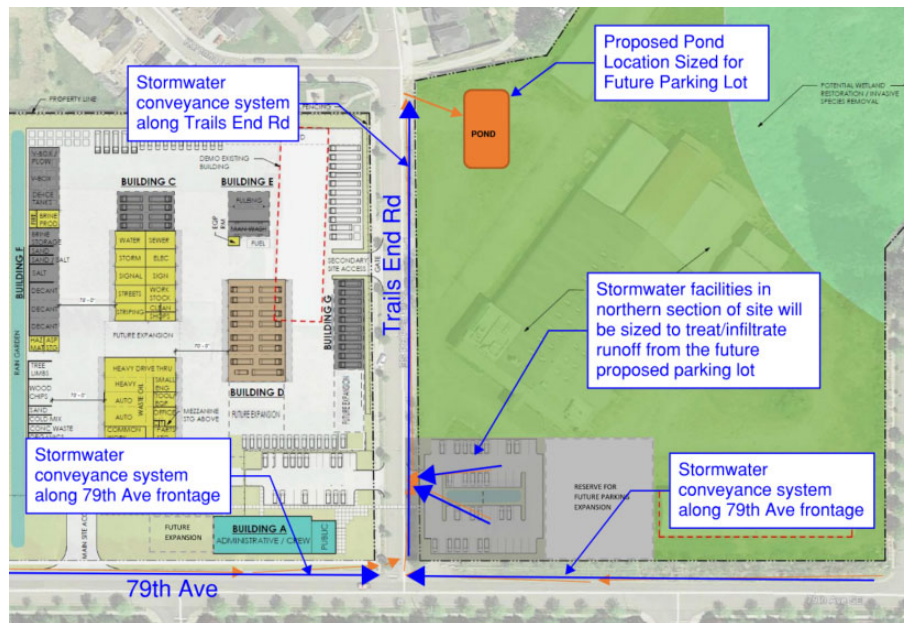


Figure 5 – FRONTAGE Project Stormwater Design Overview

Draft Stormwater Report - The CONSULTANT will utilize the requirements set forth in the July 2022 Drainage Design and Erosion Control Manual for Tumwater (DDECM). All eleven (11) minimum requirements will be addressed as part of this task.

- CONSULTANT shall use the ultimate configuration for stormwater calculations and facility sizing.
- CONSULTANT shall prepare a DRAFT Drainage Report following the outline provided in Volume I of the DDECM. The DRAFT Report will include graphics which document analysis and assumptions.
- CONSULTANT shall evaluate ALL eleven (11) minimum requirements of the DDECM.
- The CONSULTANT shall use the Western Washington Hydraulic Model (WWHM) for preliminary sizing of both the water quality and flow control facilities.
- No conveyance analysis is required for the DRAFT Drainage Report.

Task 13.3 – Water Design

Water Service Stub-out for Site Development for Both Parcels – CONSULTANT will coordinate with CITY staff to identify locations of future on-site utility sizing and location.

Task 13.4 – Illumination Design

This task includes efforts for developing the illumination design, CONSULTANT will coordinate with CITY project manager to obtain notice-to-proceed for the work listed below.

Illumination Design File Setup – CONSULTANT will develop a base map for use in the AGI32 street lighting file and import the design line work for the FRONTAGE project into the file. Existing street lighting will be built into the AGI32 lighting file.

Line Loss Calculations and Wiring – CONSULTANT will evaluate line loss calculations and identify illumination system circuit wiring.

Preliminary Illumination Layout – A preliminary illumination layout will be developed as part of the preliminary roadway/roundabout geometric review/evaluation.

Task 13.5 – Landscaping Design

Roadway Landscaping – CONSULTANT will coordinate with CITY staff to identify preferred plants and trees for the roadway landscaping areas. CONSULTANT will develop a planting layout for the roadside landscaping based on feedback received from CITY staff.

Irrigation System Design – The irrigation design will consist of developing high-level schematic construction documents identifying the landscaping areas that require irrigation. The design performance specification that will control the design/build effort for the installation of the irrigation system.

Task 13.6 – QA/QC Review

CONSULTANT shall perform a review of all deliverables submitted to the CITY as part of this Task. The reviews will follow the QA/QC plan established for this project.

Task 13 - Assumptions:

- Traffic volumes provided by the CITY will be used for the traffic loading calculations.
- The CITY will provide existing Drainage Report prepared for adjacent parcels or intersections as available.
- The CITY will provide one set of conflict resolved comments for the DRAFT Drainage Report
- CONSULTANT will use CITY illumination standards provided for the project.

Task 13 - Deliverables:

- DRAFT Drainage Report for CITY review and comment, delivered electronically in pdf format.
- AGI32 results and line loss calculations

TASK 14: UTILITY COORDINATION (FRONTAGE)

CONSULTANT will coordinate with CITY staff to develop a utility contact list for use in the utility coordination efforts for the relocation of existing utilities associated with the roadway reconstruction and installation of fiber optic facilities for the CITY's future facility on Trails End Drive. The CONSULTANT will correspond with representatives of the water, sewer, gas, telephone, cable, and power to coordinate the planning and design of utility relocation efforts. The CONSULTANT will provide coordination with the CITY, public and private utility owners concerning the relocation of the existing utilities.

Task 14.1 – Review/Confirmation of Existing Information

Preliminary Utility Coordination - CONSULTANT will review existing utilities and potential conflict locations throughout the project area. The CONSULTANT will coordinate with the CITY and utility agencies to help develop utility relocation plans as necessary to implement the proposed improvements.

Preliminary Utility Base Map – A preliminary base map showing all existing utilities within the project limits will be provided to each utility company representative for their review of the base map's accuracy. The CONSULTANT will work with various utility owners to develop utility relocation strategies and prepare preliminary utility plans.

Private Utility Potholing – CONSULTANT will provide utility owners the proposed improvements and identify potential utility conflict and request utility owners to pothole those locations. CONSULTANT will incorporate pothole data into the design.

Task 14.2 – Conflict Resolution

Conflict Assessment Log – After the proposed underground utilities and illumination system have been designed to a 75% level, the CONSULTANT will evaluate utility conflicts to confirm there are no alternatives that avoid the conflict and document the conflict assessments data in a log.

Conflict Assessment Map – CONSULTANT will develop a conflict assessment map containing information associated with each conflict identified with the 75% design. The conflict assessment map will be provided to each utility company representative for use in utility coordination efforts.

Utility Relocation Coordination – CONSULTANT will coordinate with utility company representative to develop project plans and specifications that meet the requirements of the CITY's franchise agreements with private utility companies. CONSULTANT will incorporate private utility company relocation plans in an appendix of the Project Manual.

Task 14.3 – QA/QC Review

CONSULTANT shall perform a senior level review of all deliverables associated with this task prior to being submitted to the CITY. The reviews will follow the QA/QC plan established for this project.

Task 14 - Assumptions:

- CITY will provide a list of contact names for utility located within the project limits.
- It is assumed that undergrounding of overhead utilities into a joint utility trench will be required for the FRONTAGE project site.

Task 14 - Deliverables:

- Preliminary Utility Base Map (PDF format)
- Conflict Assessment Map (PDF format)
- Conflict Assessment Log (Excel & PDF format)

TASK 15: FINAL DESIGN (FRONTAGE)

CONSULTANT will advance the FRONTAGE project design to a 75% level after the 30% design submittal and finalize the design details between the 75% and Draft Final design submittals.

Task 15.1 – Roadway Design

The roadway frontage on 79th Avenue and Trails End Road will be designed to meet current CITY guidelines. The frontage roadway design will include widening to accommodate the full width section required by the CITY's guidelines.

Horizontal Layout/Alignments – existing roadway crown will be used to establish the construction centerline alignment for 79th Avenue and Trails End Road. Roadway striping, curb lines, and sidewalk will be included in the frontage design horizontal layout.

Vertical Alignments – Existing and finished grade profiles will be developed for the ex. roadway centerline and the proposed flowlines along 79th Avenue and Trails End Road.

Final Grading - Curb return tables will be provided for each curb return identifying the elevations and grades of each return.

ADA Ramp Design - CONSULTANT will develop design details for each ADA ramp being constructed with the project improvements.

Task 15.2 – Stormwater Design

Stormwater Design - The CONSULTANT will address comments received on the 30% design submittal and update/finalize the stormwater conveyance, treatment and storage design and details between the 75% and Draft Final design submittals.

Final Stormwater Report - The CONSULTANT will address comments received on the Draft Stormwater Report and develop the Final Stormwater Report.

Task 15.3 – Water Design

Water Service Stub-out for Site Development for Both Parcels – CONSULTANT will coordinate with CITY staff to finalize the size and location of future on-site utilities.

Task 15.4 – Illumination Design

This task includes efforts for developing the illumination design, CONSULTANT will coordinate with CITY project manager to obtain notice-to-proceed for the work listed below.

Line Loss Calculations and Wiring – CONSULTANT will evaluate line loss calculations and identify illumination system circuit wiring.

Final Illumination Layout – A preliminary illumination layout will be developed as part of the preliminary roadway/roundabout geometric review/evaluation.

Task 15.5 – Landscaping Design

Roadway Landscaping – CONSULTANT will coordinate with CITY staff to identify preferred plants/trees for the roadway landscaping. CONSULTANT will develop a planting layout for roadside landscaping based on feedback received from CITY staff.

Irrigation System Design – The irrigation design will consist of developing high-level schematic construction documents identifying the landscaping areas that require irrigation. The design performance specification that will control the design/build effort for the installation of the irrigation system.

Task 15.6 – QA/QC Review

CONSULTANT shall perform a review of all deliverables submitted to the CITY as part of this Task. Reviews will follow the QA/QC plan established for this project.

Task 15 - Assumptions:

- After comments from the 30% design review have been addressed there will be no significant revisions to the design.
- CONSULTANT will use the illumination design standards provided by the CITY for the project.

Task 15 - Deliverables:

- FINAL Drainage Report for CITY review and comment, delivered electronically in pdf format.
- AGI32 results and line loss calculations

PLANS, SPECIFICATIONS, AND ESTIMATE (RAB)

TASK 16: 30% DESIGN DOCUMENTATION (RAB)

The 30% design documentation effort will consist of roll plots of the plan and profile views of the project, a design summary memorandum, and a preliminary opinion of probable construction costs.

Task 16.1 – 30% Plans

The following roll plots will be provided with the 30% submittal:

Plan View Roll Plot – (1 sheet)

The roll plot will be at a scale where the entire project can be shown on the same sheet.

Profile View Roll Plot – (1 sheet)

The roll plot will include vertical profiles for the centerline and RAB quadrant alignments.

Task 16.2 – 30% Opinion of Probable Construction Costs (OPCC)

CONSULTANT will develop a preliminary opinion of probably construction costs based on the 30% design. Quantities will be documented and tracked for QC review.

Task 16.3 – 30% Design Documentation Meeting

CONSULTANT will prepare for and facilitate a design documentation meeting with CITY staff to define the project design parameters and footprint. The basic horizontal and vertical geometry will be approved at this meeting allowing the design team to advance the preliminary design.

Task 16.4 – 30% Design Documentation Memo

CONSULTANT will prepare a design documentation memorandum that records decisions made during the 30% design documentation meeting. This document will serve as the basis of design for the project.

Task 16.5 – QA/QC Review

CONSULTANT shall perform a review of all deliverables submitted to the CITY as part of the Task 16. The reviews will follow the QA/QC plan established for this project.

Task 16 - Assumptions:

- Roll Plots will be submitted in PDF and AutoCAD format.
- City will provide a list of bid items with special provisions that the CITY uses in their construction documents.
- OPCC will be provided in CITY preferred format with bid items in order of the WSDOT specification number.

Task 16 - Deliverables:

- 30% Roll Plots(s)
- 30% Design Documentation Memo
- 30% OPCC

TASK 17: 75% PLANS, SPECIFICATIONS AND ESTIMATE (RAB)

The 75% design submittal will consist of construction plans developed based on the 30% design review meeting, a draft of the project special provisions, and a 75% opinion of probable construction costs.

Task 17.1 – 30% Comment Response Resolution

CONSULTANT will develop comment response resolution forms to document the 30% comment resolution process.

Task 17.2 – 75% Plans

The following plans will be included with the 75% design submittal:

Cover Sheet – (1 sheet)

The Cover Sheet will be developed for the 75% design submittal.

Legend and Notes – (1 sheet)

The Legend and Notes sheet will be developed for the 75% design submittal.

Alignment Plans – (1 sheet)

The alignment plan will be developed for the 75% design submittal.

Erosion Control Plans – (4 sheets)

Erosion control plan sheets will be developed for the 75% design submittal.

Demolition Plans – (4 sheets)

Demolition plan sheets will be developed for the 75% design submittal.

Typical Roadway Sections – (1 sheet)

Roadway typical sections will be developed for the 75% design submittal.

Roadway Plan and Profiles – (4 sheets)

Roadway plan and profiles will be developed for the 75% design submittal.

Roundabout Quadrant Profiles – (4 sheets)

Roundabout Quadrant Profiles will be developed for the 75% design submittal.

Roadway Details – (2 sheets)

Roadway detail sheets will be developed for the 75% design submittal.

Stormwater Treatment Facilities – (2 sheets)

Stormwater treatment facility details will be developed for the 75% design submittal. Plans will identify the type, size, and location of all proposed stormwater treatment facilities.

Sanitary Sewer Plans – (4 sheets)

Sanitary sewer plans will be developed for the 75% submittal. Plans will include plan and profile information for the sanitary sewer main in Old Hwy 99 and alignment and profiles for up to four (4) side laterals.

Utility Undergrounding Plans – (6 sheets)

Utility undergrounding plans will identify the location of the joint utility trench and any service trenches requires for private service conversions. CONSULTANT will coordinate with the utility company contacts to obtain private utility company relocation plans, costs and information required to develop the project specifications.

Channelization and Signing Plans – (6 sheets)

Channelization and signing plans will be developed for the 75% design submittal.

Illumination Plans – (6 sheets)

Illumination plans will be developed for the 75% design submittal. The plans will include station and offsets of all proposed streetlights and identify the location of proposed power sources. The 75% illumination plans will include luminaire and wiring schedules and standard details for streetlight construction.

Landscaping Plans – (6 sheets)

Landscaping plans and planting details will be developed for the 75% design submittal. Landscaping plans will identify type, size, and location of proposed plants and trees along the roadways and within the central island. The landscaping plans will include details for the central island landscaping features.

Traffic Control & Construction Staging Plans – (12 sheets)

Construction staging and traffic control plans will be developed for the 75% submittal for each stage of work based on the 75% design. The plans will identify construction activities planned for each stage of work and the proposed traffic control measures.

Task 17.3 – 75% Specifications

CONSULTANT will develop the 75% project specifications using WSDOT General Special Provisions and project special provisions. Comments received on the 30% submittal will be addressed with this submittal.

Task 17.4 – 75% Opinion of Probable Construction Costs (OPCC)

CONSULTANT will develop an OPCC based on the 75% design. Comments received on the 30% submittal will be addressed in the 75% OPCC. Quantities will be updated, documented, and tracked for QC review.

Task 17.5 – QA/QC Review

CONSULTANT shall perform a review of all deliverables submitted to the CITY as part of this task. The reviews will follow the QA/QC plan established for this project.

Task 17 - Assumptions:

- Plans will be submitted in PDF format.
- The number of sheets identified is an estimate based on the scope of work and project limits identified. The actual sheet count will include what is necessary to produce a readable, biddable, and constructible plan set.
- Plans will follow APWA and CITY drafting standards
- OPCC will be provided in CITY preferred format (ordered by WSDOT spec no.)

Task 17 - Deliverables:

- 75% Plans
- 75% Specifications
- 75% OPCC

TASK 18: DRAFT FINAL PLANS, SPECIFICATIONS AND ESTIMATE (RAB)

The Draft Final design submittal will consist of draft final construction plans and project specifications updated from the 75% submittal, and a 75% opinion of probable construction costs.

Task 18.1 – 75% Comment Response Resolution

CONSULTANT will develop comment response resolution forms to document the 75% comment resolution process.

Task 18.2 – Draft Final Plans

The following plans will be included with the Draft Final design submittal:

Cover Sheet – (1 sheet)

The Cover Sheet will be updated to address comments received on the 75% design submittal.

Legend and Notes – (1 sheet)

The Legend and Notes sheet will be updated to address comments received on the 75% design submittal.

Alignment Plans – (1 sheet)

The alignment plan will be updated to address comments received on the 75% design submittal.

Erosion Control Plans – (4 sheets)

Erosion control plan sheets will be updated to address comments received on the 75% design submittal.

Demolition Plans – (4 sheets)

Demolition plan sheets will be updated to address comments received on the 75% design submittal.

Typical Roadway Sections – (3 sheets)

Roadway typical sections will be updated to address comments received on the 75% design submittal.

Roadway Plan and Profiles – (4 sheets)

Roadway plan and profiles will be updated to address comments received on the 75% design submittal.

Roundabout Quadrant Profiles – (4 sheets)

Roundabout Quadrant Profiles will be updated to address comments received on the 75% design submittal.

Roadway Details – (2 sheets)

Roadway detail sheets will be updated to address comments received on the 75% design submittal.

Stormwater Treatment Facilities – (2 sheets)

Stormwater treatment facility details will be updated to address comments received on the 75% design submittal.

Sanitary Sewer Plans – (6 sheets)

Sanitary Sewer plans and details will be updated to address comments received on the 75% design submittal.

Utility Undergrounding Plans – (6 sheets)

Utility undergrounding plans and details will be updated to address comments received on the 75% design submittal.

Channelization and Signing Plans – (6 sheets)

Channelization and signing plans and detail sheets will be updated to address comments received on the 75% design submittal.

Illumination Plans – (6 sheets)

Illumination plans will be updated to address comments received on the 75% channelization plans.

Landscaping Plans – (6 sheets)

Landscaping plans and detail sheets will be updated to address comments received on the 75% design submittal.

Traffic Control & Construction Staging Plans – (12 sheets)

Construction staging and traffic control plans will be updated for the 75% submittal for each stage of work based on the final design. The plans will identify construction activities planned for each stage of work and the proposed traffic control measures.

Task 18.3 – Draft Final Specifications

CONSULTANT will develop the Draft Final project specifications using WSDOT General Special Provisions and project special provisions. Comments received on the 75% submittal will be addressed with this submittal.

Task 18.4 – Draft Final Opinion of Probable Construction Costs (OPCC)

CONSULTANT will develop an OPCC based on the final design. Comments received on the 75% submittal will be addressed in the Draft Final OPCC. Quantities will be updated, documented, and tracked for QC review.

Task 18.5 – QA/QC Review

CONSULTANT shall perform a review of all deliverables submitted to the CITY as part of the Task 18. The reviews will follow the QA/QC plan established for this project.

Task 18 - Assumptions:

- Plans will be submitted in AutoCAD and PDF format.
- The number of sheets identified is an estimate based on the scope of work and project limits identified. The actual sheet count will include what is necessary to produce a readable, biddable, and constructible plan set.
- Plans will follow APWA and CITY drafting standards
- OPCC will be provided in City preferred format (ordered by WSDOT spec no.)

Task 18 - Deliverables:

- Draft Final Plans
- Draft Final Specifications
- Draft Final OPCC

TASK 19: Advertisement and Bidding Support (RAB)

This task includes efforts to address comments on the Draft Final design submittal, support the CITY with compiling the Project Manual for advertisement and bidding, and responding to questions during bidding.

Task 19.1 – Final PS&E Revisions

CONSULTANT will address CITY comments on the Draft Final design submittal and incorporate revisions into the contract documents.

Task 19.2 – Bidding Support

CONSULTANT will provide up to 16 hours responding to bidder questions. Efforts include documenting the questions and responses for publishing in an addendum.

Task 19.3 – Addendum

CONSULTANT will develop up to two (2) addenda to respond to bidder questions. CONSULTANT will coordinate with CITY project manager for issuing the addendum.

Task 19.4 – QA/QC Review

CONSULTANT shall perform a review of all deliverables submitted to the CITY as part of the Task 19. The reviews will follow the QA/QC plan established for this project.

Task 19 - Assumptions:

- CITY will compile the Project Manual and bidding documents.
- CITY will coordinate uploading of bidding documents to the CITY's preferred planhold site.

Task 19 - Deliverables:

- Final Plans, Specifications and OPCC
- Responses to bidder questions provided to CITY via email
- Two (2) Addenda in PDF format

TASK 20: Design Support During Construction (RAB)

The CONSULTANT will provide design assistance during the construction phase for this project. This work will include answering of Requests for Information (RFI), reviews of submittals, and other tasks request by the CITY. An estimated level of effort is included in the budget for this task.

PLANS, SPECIFICATIONS, AND ESTIMATE (FRONTAGE)

TASK 21: 30% DESIGN DOCUMENTATION (FRONTAGE)

The 30% design documentation effort will consist of roll plots of the plan and profile views of the project, a design summary memorandum, and a preliminary opinion of probable construction costs.

Task 21.1 – 30% Plans

The following roll plots will be provided with the 30% submittal:

Plan View Roll Plot – (1 sheet)

The roll plot will be at a scale where the entire project can be shown on the same sheet.

Profile View Roll Plot – (1 sheet)

The roll plot will include vertical profiles for the centerline and new flowline alignments.

Task 21.2 – 30% Opinion of Probable Construction Costs (OPCC)

CONSULTANT will develop a preliminary opinion of probably construction costs based on the 30% design. Quantities will be documented and tracked for QC review.

Task 21.3 – 30% Design Documentation Meeting

CONSULTANT will prepare for and facilitate a design documentation meeting with CITY staff to define the project design parameters and footprint. The basic horizontal and vertical geometry will be approved at this meeting allowing the design team to advance the preliminary design.

Task 21.4 – 30% Design Documentation Memo

CONSULTANT will prepare a design documentation memorandum that records decisions made during the 30% design documentation meeting. This document will serve as the basis of design for the project.

Task 21.5 – QA/QC Review

CONSULTANT shall perform a review of all deliverables submitted to the CITY as part of the Task 21. The reviews will follow the QA/QC plan established for this project.

Task 21 - Assumptions:

- Roll Plots will be submitted in PDF and AutoCAD format.
- City will provide a list of bid items with special provisions that the CITY uses in their construction documents.
- OPCC will be provided in CITY preferred format with bid items in order of the WSDOT specification number.

Task 21 - Deliverables:

- 30% Roll Plots(s)
- 30% Design Documentation Memo
- 30% OPCC

TASK 22: 75% PLANS, SPECIFICATIONS AND ESTIMATE (FRONTAGE)

The 75% design submittal will consist of the 75% construction plans, a draft of the project special provisions, and a 75% opinion of probable construction costs.

Task 22.1 – 30% Comment Response Resolution

CONSULTANT will develop comment response resolution forms to document the 30% comment resolution process.

Task 22.2 – 75% Plans

The following plans will be included with the 75% design submittal:

Cover Sheet – (1 sheet)

The Cover Sheet will be developed for the 75% design submittal.

Legend and Notes – (1 sheet)

The Legend and Notes sheet will be developed for the 75% design submittal.

Alignment Plans – (1 sheet)

The alignment plan will be developed for the 75% design submittal.

Erosion Control Plans – (4 sheets)

Erosion control plan sheets will be developed for the 75% design submittal.

Demolition Plans – (4 sheets)

Demolition plan sheets will be developed for the 75% design submittal.

Typical Roadway Sections – (1 sheet)

Roadway typical sections will be developed for the 75% design submittal.

Roadway Plan and Profiles – (4 sheets)

Roadway plan and profiles will be developed for the 75% design submittal. Plans will include stormwater plan and profile design information.

Roadway Details – (2 sheets)

Roadway detail sheets will be developed and included with the 75% design submittal.

Stormwater Treatment Facilities – (2 sheets)

Stormwater treatment facility details will be developed for the 75% design submittal. Plans will identify the type, size, and location of all proposed stormwater treatment facilities.

On-Site Civil Utility Connections – (4 sheets)

Utility plans will be developed for the 75% submittal. Plans will identify where future connections are planned for the CITY's site including water (fire and domestic), sanitary sewer, gas, and storm drainage.

Utility Undergrounding Plans – (6 sheets)

Utility undergrounding plans will be developed for the 75% submittal. Plans will identify the location of the joint utility trench and any service trenches requires for private service conversions. CONSULTANT will coordinate with the utility company contacts to obtain private utility company relocation plans, costs and information required to develop the project specifications.

Channelization and Signing Plans – (6 sheets)

Channelization and signing plans will be developed for the 75% design submittal.

Illumination Plans – (6 sheets)

Illumination plans will be developed for the 75% submittal. The plans will include station and offsets of all proposed streetlights and identify the location of proposed

power sources. The 75% illumination plans will include luminaire and wiring schedules and standard details for streetlight construction.

Landscaping & Irrigation Plans – (6 sheets)

Landscaping plans and planting details will be developed for the 75% submittal. Landscaping plans will identify type, size, and location of proposed plants and trees along the frontage areas. Irrigation plans will be high-level schematic plans that identify areas that require irrigation that will be used along with a performance specification to construct the irrigation system.

Traffic Control & Construction Staging Plans – (12 sheets)

Construction staging and traffic control plans will be developed for the 75% submittal for each stage of work based on the 75% design. The plans will identify construction activities planned for each stage of work and the proposed traffic control measures.

Task 22.3 – 75% Specifications

CONSULTANT will develop the 75% project specifications using WSDOT General Special Provisions and project special provisions. Comments received on the 30% submittal will be addressed with this submittal.

Task 22.4 – 75% Opinion of Probable Construction Costs (OPCC)

CONSULTANT will develop an OPCC based on the 75% design. Comments received on the 30% submittal will be addressed in the 75% OPCC. Quantities will be updated, documented, and tracked for QC review.

Task 22.5 – QA/QC Review

CONSULTANT shall perform a review of all deliverables submitted to the CITY as part of this Task. The reviews will follow the QA/QC plan established for this project.

Task 22 - Assumptions:

- Plans will be submitted in PDF format.
- The number of sheets identified is an estimate based on the scope of work and project limits identified. The actual sheet count will include what is necessary to produce a readable, biddable, and constructible plan set.
- Plans will follow APWA and CITY drafting standards
- OPCC will be provided in CITY preferred format (ordered by WSDOT spec no.)

Task 22 - Deliverables:

- 75% Plans
- 75% Specifications
- 75% OPCC

TASK 23: Draft Final Plans, Specifications and Estimate (FRONTAGE)

The Draft Final design submittal will consist of final construction documents including final plans, project special provisions, and an OPCC that address comments received on the 75% design submittal and are updated based on the final design.

Task 23.1 – 75% Comment Response Resolution

CONSULTANT will develop comment response resolution forms to document the 75% comment resolution process.

Task 23.2 – Draft Final Plans

The following plans will be included with the Draft Final design submittal:

Cover Sheet – (1 sheet)

The Cover Sheet will be updated to address comments received on the 75% design submittal.

Legend and Notes – (1 sheet)

The Legend and Notes sheet will be updated to address comments received on the 75% design submittal.

Alignment Plans – (1 sheet)

The alignment plan will be updated to address comments received on the 75% design submittal and finalized for bidding.

Erosion Control Plans – (4 sheets)

Erosion control plan sheets will be updated to address comments received on the 75% design submittal and finalized for bidding.

Demolition Plans – (4 sheets)

Demolition plan sheets will be updated to address comments received on the 75% design submittal and finalized for bidding.

Typical Roadway Sections – (1 sheet)

Roadway typical sections will be updated to address comments received on the 75% design submittal and finalized for bidding.

Roadway Plan and Profiles – (4 sheets)

Roadway plan and profiles will be updated to address comments received on the 75% design submittal and finalized for bidding.

Roadway Details – (2 sheets)

Roadway detail sheets will be updated to address comments received on the 75% design submittal and finalized for bidding.

Stormwater Treatment Facilities – (2 sheets)

Stormwater treatment facility details will be updated to address comments received on the 75% design submittal and finalized for bidding.

On-Site Civil Utility Connections – (6 sheets)

On-site civil utility coordination plans and details will be updated to address comments received on the 75% design submittal and finalized for bidding.

Utility Undergrounding Plans – (6 sheets)

Utility undergrounding plans and details will be updated to address comments received on the 75% design submittal and finalized for bidding.

Channelization and Signing Plans – (6 sheets)

Channelization and signing plans and detail sheets will be updated to address comments received on the 75% design submittal and finalized for bidding.

Illumination Plans – (6 sheets)

Illumination plans will be updated to address comments received on the 75% channelization plans and finalized for bidding.

Landscaping Plans – (6 sheets)

Landscaping plans and detail sheets will be updated to address comments received on the 75% design submittal and finalized for bidding.

Traffic Control & Construction Staging Plans – (12 sheets)

Construction staging and traffic control plans will be updated for the Draft Final submittal for each stage of work. The plans will identify construction activities planned for each stage of work and the proposed traffic control measures.

Task 23.3 – Final Specifications

CONSULTANT will develop the Draft Final project specifications using WSDOT General Special Provisions and project special provisions. Comments received on the 75% submittal will be addressed with this submittal.

Task 23.4 – Final Opinion of Probable Construction Costs (OPCC)

CONSULTANT will update the OPCC based on the final design. Comments received on the 75% submittal will be addressed in the Draft Final OPCC. Quantities will be updated, documented, and tracked for QC review.

Task 23.5 – QA/QC Review

CONSULTANT shall perform a review of all deliverables submitted to the CITY as part of this Task. The reviews will follow the QA/QC plan established for this project.

Task 23 - Assumptions:

- Plans will be submitted in AutoCAD and PDF format.
- The number of sheets identified is an estimate based on the scope of work and project limits identified. The actual sheet count will include what is necessary to produce a readable, biddable, and constructible plan set.
- Plans will follow APWA and CITY drafting standards
- OPCC will be provided in CITY preferred format (ordered by WSDOT spec no.)

Task 23 - Deliverables:

- Draft Final Plans
- Draft Final Specifications
- Draft Final OPCC

TASK 24: Advertisement and Bidding Support (FRONTAGE)

This task includes efforts to address comments on the Draft Final design submittal, support the CITY with compiling the Project Manual for advertisement and bidding, and responding to questions during bidding.

Task 24.1 – Final PS&E Revisions

CONSULTANT will address CITY comments on the Draft Final design submittal and incorporate revisions into the contract documents.

Task 24.2 – Bidding Support

CONSULTANT will provide up to 16 hours responding to bidder questions. Efforts include documenting the questions and responses for publishing in an addendum.

Task 24.3 – Addendum

CONSULTANT will develop up to two (2) addenda to respond to bidder questions. CONSULTANT will coordinate with CITY project manager for issuing the addendum.

Task 24.4 – QA/QC Review

CONSULTANT shall perform a review of all deliverables submitted to the CITY as part of the Task 24. The reviews will follow the QA/QC plan established for this project.

Task 24 - Assumptions:

- CITY will compile the Project Manual and bidding documents.
- CITY will coordinate uploading of bidding documents to the CITY's preferred planhold site.

Task 24 - Deliverables:

- Final Plans, Specifications and OPCC
- Responses to bidder questions provided to CITY via email
- Two (2) Addenda in PDF format

TASK 25: Design Support During Construction (FRONTAGE)

The CONSULTANT will provide design assistance during the construction phase for this project. This work will include answering of Requests for Information (RFI), reviews of submittals, and other tasks request by the CITY. An estimated level of effort is included in the budget for this task.

Management Reserve Fund (MRF)

The budget includes an amount set aside for an MRF. The MRF is intended to cover additional project efforts not included in this scope of work that arise throughout the project.

For MRF requests, CONSULTANT shall develop a scope of work and budget for CITY review and approval. The CONSULTANT shall not use MRF funds without prior approval from the CITY.



	Ferrier, Paul A	Shea, Bradley J	Skinner, Mason J	French, Cameron C	Johnson, Ty M	Kuhns, David W Jr.	Bush, Jaelen Alexander	Robison-Mathes, Anna Lee	Desimone, Sarah Marie	Limberg, Catlin Paige	Adair, Tina M	Ferris, Jennifer M	Welch, Ian D	Eickelberg, Brendan Patrick	Cody, Sandy R	Boeholt, Ann Grace	Lien, Kernen P.	Garuffi, Katherine Allison	O'Neill, Evan Patrick	Silberman, Zachary Reese (Zach)	Parry, Trey J	Smith, Eleanor Selko	Sousa, Logan Jon	McClamery, John	Gurrad, Matthew C	Parenteau, Trevor Michael	Total Labor	Total Labor Dollars			
Legend and Notes																											1	10	\$ 99.10		
Alignments Plans																											8	10	\$ 1,007.36		
Erosion Control Plans																											16	22	\$ 2,240.28		
Demolitions Plans																											16	24	\$ 2,454.84		
Typical Roadway Sections																											8	12	\$ 1,221.92		
Roadway Plan and Profiles						6	16																				16	50	\$ 5,736.62		
Roadway Details																											16	28	\$ 2,894.96		
Stormwater Treatment Facilities							6	24																			30	30	\$ 3,735.42		
On-Site Civil Utility Connections																											24	24	\$ 2,618.72		
Utility Undergrounding Plans																											16	24	\$ 2,618.72		
Channelization & Signing Plans				4																							20	40	\$ 4,336.52		
Illumination Plans				2																							16	26	\$ 2,762.86		
Landscaping and Irrigation Plans																											24	30	\$ 3,502.62		
Traffic Control & Construction Staging Plans																									6	8	24	24	\$ 2,553.28		
75% Specifications				24			6																				30	30	\$ 4,882.38		
75% Opinion of Probable Construction Costs				6			4	8																			16	40	\$ 4,930.24		
Quality Assurance / Quality Control Review																											12	12	\$ 2,865.12		
23 DRAFT FINAL PLANS, SPECIFICATIONS, AND ESTIMATE (FRONTAGE)	0	0	0	30	7	18	32	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	46	24	4	94	255	\$ 30,834.66
75% Comment Response Resolution				4	1	2																						7	7	\$ 1,228.18	
Draft Final Plans																												0	0	\$ -	
Cover Sheet																												1	1	\$ 99.10	
Legend and Notes																												1	1	\$ 99.10	
Alignments Plans				1																								2	3	\$ 357.71	
Erosion Control Plans				1																								2	3	\$ 357.71	
Demolitions Plans																											6	8	\$ 809.16		
Typical Roadway Sections																											6	8	\$ 809.16		
Roadway Plan and Profiles																											12	24	\$ 2,487.56		
Roadway Details																											12	24	\$ 2,487.56		
Stormwater Plans and Profiles						4	8																					12	12	\$ 1,596.62	
Stormwater Treatment Facilities						4	16																					20	20	\$ 2,490.28	
On-Site Civil Utility Connections																											16	16	\$ 1,749.48		
Utility Undergrounding Plans				2																							12	12	\$ 1,326.38		
Channelization & Signing Plans				2																							18	18	\$ 1,937.34		
Illumination Plans																											12	20	\$ 2,047.44		
Landscaping and Irrigation Plans																											8	12	\$ 1,542.28		
Traffic Control & Construction Staging Plans																									4	12	16	16	\$ 1,629.32		
Draft Final Specifications				16		4																					20	20	\$ 3,254.92		
Draft Final Opinion of Probable Construction Costs				4		4	8																				8	24	\$ 3,092.80		
Quality Assurance / Quality Control Review						6																					6	6	\$ 1,432.56		
24 ADVERTISING AND BIDDING SUPPORT (FRONTAGE)	0	0	2	6	0	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	26	40	\$ 4,930.84
Final PS&E Revisions				4		4																						16	24	\$ 2,926.40	
Bidding Support				2		2																						10	4	\$ 670.40	
Addendum																												10	10	\$ 991.00	
Quality Assurance / Quality Control Review				2																								2	2	\$ 343.04	
25 DESIGN SUPPORT DURING CONSTRUCTION (FRONTAGE)	0	2	0	12	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	18	36	\$ 4,882.10
Design Support During Construction		2		12		4																						18	36	\$ 4,882.10	
Task Total Hours	4.00	141.00	146.00	510.00	59.50	301.00	477.50	1.50	14.50	66.50	20.00	21.00	57.50	121.50	113.50	21.00	33.50	17.50	40.00	53.50	25.50	2.00	682.00	402.00	132.00	769.00	4233.00				
Task Total Fee	\$ 1,494.60	\$ 33,940.11	\$ 25,041.92	\$ 81,350.10	\$ 14,206.22	\$ 52,882.69	\$ 53,346.30	\$ 154.62	\$ 1,307.18	\$ 7,499.21	\$ 2,976.20	\$ 3,999.45	\$ 9,367.33	\$ 12,162.15	\$ 13,099.04	\$ 3,168.90	\$ 5,758.32	\$ 4,595.68	\$ 3,789.20	\$ 5,447.37	\$ 3,571.53	\$ 257.12	\$ 73,164.96	\$ 44,232.06	\$ 24,732.84	\$ 76,207.90				\$ 557,752.97	

EXPENSES


City of Tumwater: Old Hwy 99 / 79th Ave Roundabout



OTHER DIRECT COSTS		Mileage/mile (IRS starting 7/1/22)	Copies/Page 11x17 Color	Copies/Page 8.5x11 B&W	Express Mail	Trimble Unit/day	Miscellaneous	Field Supplies	Miscellaneous	Select From Dropdown	Tech Fees	Contingency	Total ODC	ODC Markup	Total ODC + Markup
		Travel	Office Expenses	Office Expenses	Office Expenses	Field Equipment	Miscellaneous	Field Equipment	Miscellaneous						
Unit Cost		Each	Each	Each	Each	Each	Each	Each	Each	Each					
1	PROJECT MANAGEMENT														
	Quantity	150	0	0	0	0	0	0	0	0	0.00				
	Task Total	\$93.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$93.75	\$0.00	\$93.75
5	CULTURAL RESOURCES ASSESSMENT														
	Quantity	570	0	0	0	2	2	0	0	0	0.00				
	Task Total	\$356.25	\$0.00	\$0.00	\$0.00	\$52.00	\$30.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$438.25	\$0.00	\$438.25
6	ENVIRONMENTAL PERMITTING (RAB)														
	Quantity	500	0	0	0	2	0	2	0	0	0.00				
	Task Total	\$312.50	\$0.00	\$0.00	\$0.00	\$52.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$464.50	\$0.00	\$464.50
7	ENVIRONMENTAL SITE ASSESSMENT (RAB)														
	Quantity	500	0	0	0	0	0	0	0	0	0.00				
	Task Total	\$312.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$312.50	\$0.00	\$312.50
8	PRELIMINARY DESIGN (RAB)														
	Quantity	200	0	0	0	0	0	0	0	0	0.00				
	Task Total	\$125.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$125.00	\$0.00	\$125.00
9	UTILITY COORDINATION (RAB)														
	Quantity	0	0	0	0	0	0	0	1	0	0.00				
	Task Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,000.00	\$0.00	\$0.00	\$0.00	\$8,000.00	\$0.00	\$8,000.00
12	ENVIRONMENTAL PERMITTING (FRONTAGE)														
	Quantity	0	0	0	0	2	0	2	0	0	0.00				
	Task Total	\$0.00	\$0.00	\$0.00	\$0.00	\$52.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$152.00	\$0.00	\$152.00
14	UTILITY COORDINATION (FRONTAGE)														
	Quantity	0	0	0	0	0	1	0	0	0	0.00				
	Task Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00	\$0.00	\$15.00
16	30% DESIGN DOCUMENTATION (RAB)														
	Quantity	0	20	0	0	0	0	0	0	0	0.00				
	Task Total	\$0.00	\$18.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18.00	\$0.00	\$18.00
17	75% PLANS, SPECIFICATIONS, AND ESTIMATE (RAB)														
	Quantity	0	100	0	0	0	0	0	0	0	0.00				
	Task Total	\$0.00	\$90.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$90.00	\$0.00	\$90.00
18	DRAFT FINAL PLANS, SPECIFICATIONS, AND ESTIMATE (RAB)														
	Quantity	0	100	0	0	0	0	0	0	0	0.00				
	Task Total	\$0.00	\$90.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$90.00	\$0.00	\$90.00
21	30% DESIGN DOCUMENTATION (FRONTAGE)														
	Quantity	0	20	0	0	0	0	0	0	0	0.00				
	Task Total	\$0.00	\$18.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18.00	\$0.00	\$18.00
22	75% PLANS, SPECIFICATIONS, AND ESTIMATE (FRONTAGE)														
	Quantity	0	100	0	0	0	0	0	0	0	0.00				
	Task Total	\$0.00	\$90.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$90.00	\$0.00	\$90.00
23	DRAFT FINAL PLANS, SPECIFICATIONS, AND ESTIMATE (FRONTAGE)														
	Quantity	0	100	0	0	0	0	0	0	0	0.00				
	Task Total	\$0.00	\$90.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$90.00	\$0.00	\$90.00
Total ODC		\$ 1,200.00	\$ 396.00	\$ -	\$ -	\$ 156.00	\$ 45.00	\$ 200.00	\$ 8,000.00	\$ -	\$ -	\$ -	\$ 9,997.00	\$ -	\$ 9,997.00

SUBCONSULTANTS

City of Tumwater: Old Hwy 99 / 79th Ave Roundabout

		MTN2Coast	Landau, INC	Total Subconsultants	Sub Markup	Total Subconsultants + Markup
SUBCONSULTANTS					0.00%	
3	TOPOGRAPHIC SURVEY AND RIGHT-OF-WAY MAPPING					
	Task Total	\$36,972.00	\$0.00	\$36,972.00	\$0.00	\$36,972.00
4	GEOTECHNICAL INVESTIGATION AND REPORTING					
	Task Total	\$0.00	\$59,706.10	\$59,706.10	\$0.00	\$59,706.10
Total Subconsultants		\$ 36,972.00	\$ 59,706.10	\$ 96,678.10	\$ -	\$ 96,678.10

FEE ESTIMATE

City of Tumwater: Old Hwy 99 / 79th Ave Roundabout



Task #	Task Description	Total Labor	Total Escalation	Total Expenses	Total Subconsultants	Total For Proposal
1	PROJECT MANAGEMENT	\$41,015	\$164	\$94	\$0	\$41,273
2	PUBLIC INVOLVEMENT	\$7,470	\$30	\$0	\$0	\$7,500
3	TOPOGRAPHIC SURVEY AND RIGHT-OF-WAY MAPPING	\$0	\$0	\$0	\$36,972	\$36,972
4	GEOTECHNICAL INVESTIGATION AND REPORTING	\$0	\$0	\$0	\$59,706	\$59,706
5	CULTURAL RESOURCES ASSESSMENT	\$11,989	\$48	\$438	\$0	\$12,475
6	ENVIRONMENTAL PERMITTING (RAB)	\$22,537	\$90	\$465	\$0	\$23,092
7	ENVIRONMENTAL SITE ASSESSMENT (RAB)	\$6,096	\$24	\$313	\$0	\$6,433
8	PRELIMINARY DESIGN (RAB)	\$47,809	\$191	\$135	\$0	\$48,135
9	UTILITY COORDINATION (RAB)	\$12,716	\$51	\$8,000	\$0	\$20,767
10	REAL ESTATE SERVICES SUPPORT (RAB)	\$24,454	\$98	\$0	\$0	\$24,552
11	FINAL DESIGN (RAB)	\$32,628	\$131	\$0	\$0	\$32,759
12	ENVIRONMENTAL PERMITTING (FRONTAGE)	\$26,946	\$108	\$152	\$0	\$27,206
13	PRELIMINARY DESIGN (FRONTAGE)	\$27,689	\$111	\$0	\$0	\$27,800
14	UTILITY COORDINATION (FRONTAGE)	\$9,309	\$37	\$15	\$0	\$9,361
15	FINAL DESIGN (FRONTAGE)	\$25,230	\$101	\$0	\$0	\$25,331
16	30% DESIGN DOCUMENTATION (RAB)	\$12,790	\$51	\$18	\$0	\$12,859
17	75% PLANS, SPECIFICATIONS, AND ESTIMATE (RAB)	\$80,559	\$322	\$90	\$0	\$80,971
18	DRAFT FINAL PLANS, SPECIFICATIONS, AND ESTIMATE (RAB)	\$49,560	\$198	\$90	\$0	\$49,848
19	ADVERTISING AND BIDDING SUPPORT (RAB)	\$4,931	\$20	\$0	\$0	\$4,951
20	DESIGN SUPPORT DURING CONSTRUCTION (RAB)	\$9,878	\$40	\$0	\$0	\$9,918
21	30% DESIGN DOCUMENTATION (FRONTAGE)	\$11,712	\$47	\$18	\$0	\$11,777
22	75% PLANS, SPECIFICATIONS, AND ESTIMATE (FRONTAGE)	\$51,788	\$207	\$90	\$0	\$52,085
23	DRAFT FINAL PLANS, SPECIFICATIONS, AND ESTIMATE (FRONTAGE)	\$30,835	\$123	\$90	\$0	\$31,048
24	ADVERTISING AND BIDDING SUPPORT (FRONTAGE)	\$4,931	\$20	\$0	\$0	\$4,951
25	DESIGN SUPPORT DURING CONSTRUCTION (FRONTAGE)	\$4,882	\$20	\$0	\$0	\$4,902
26	Management Reserve Fund	\$68,056	\$272	\$0	\$0	\$68,328
		\$625,810	\$2,504	\$10,008	\$96,678	\$735,000

NON-DISCRIMINATION IN BENEFITS AFFIDAVIT

(Must Be Completed for All Bids in Excess of \$50,000.00)

State of Washington)
County of) ss
)

Chapter 3.46 of the Tumwater Municipal Code provides for non-discrimination in the provision of employee benefits between an employee with a domestic partner and an employee with a spouse by contractors providing supplies or services to the city estimated to cost fifty thousand dollars (\$50,000) or more.

_____, being first duly sworn, on their oath, states that they have reviewed Chapter 3.46 of the Tumwater Municipal Code and hereby certifies that _____ is in compliance with TMC 3.46.
(Name of Firm)

Signed

Type/Print Name

Subscribed and sworn to before me this _____ day of _____, 20____.

Type/Print Name

Notary Public in and for the State of Washington.
My commission expires _____.