



Supplemental Agreement Number <u>01</u>		Organization and Address HDJ a Division of PBS Engineering and Environmental, Inc. 314 W 15th Street Vanvouver, WA 98660	
Original Agreement Number SS-612C1		Phone: 360-695-3488	
Project Number SS-612C1	Execution Date 3/8/2016	Completion Date 12/31/2016	
Project Title Forest Home Road Slide Repair	New Maximum Amount Payable \$ 224,047.44		
Description of Work Design engineering, environmental process, public involvement process and other related architectural and engineering services for the Forest Home Road Slide Repair project. Professional services will include land surveying, geotechnical evaluation, structural design, environmental documentation and permits, civil design and utility coordination. additionally, project coordination and required federal documentation will be performed.			

The Local Agency of City of Camas
desires to supplement the agreement entered into with HDJ a Division of PBS Engineering and Environmental, Inc.
and executed on 3/8/2016 and identified as Agreement No. SS-612C1

All provisions in the basic agreement remain in effect except as expressly modified by this supplement.

The changes to the agreement are described as follows:

I

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

see attached phase 2 scope of work

II

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

III


Section V, PAYMENT, shall be amended as follows:

see attached budget worksheet

as set forth in the attached Exhibit A, and by this reference made a part of this supplement.

If you concur with this supplement and agree to the changes as stated above, please sign in the appropriate spaces below and return to this office for final action.

By: Gregory P. Allison, Principal



Consultant Signature

Approving Authority Signature

Date

CITY OF CAMAS, WASHINGTON

Scope of Work Forest Home Road Slide – Phase 2 City of Camas Project SS-612C1

The Standard WSDOT Local Agency Consultant Agreement is amended and supplemented to include the following provisions regarding the Scope of Services.

INTRODUCTION

HDJ Design Group and their Consultant team have been selected by the City of Camas to perform design engineering, environmental process, public involvement process and other related Architectural and Engineering services for the Forest Home Road Slide Project. Professional services will include land surveying, geotechnical evaluation, structural design, environmental documentation & permits, civil design and utility coordination. Additionally, project coordination and required federal documentation will be performed.

The project team includes:

- Apex Engineering – Geotechnical exploration
- Aptum Inc. – Structural design
- Normandeau Associates - environmental review and documentation (Phase 1)
- Archaeological Investigations Northwest (AINW) – cultural resources documentation
- Epic Land Solutions – right-of-way acquisition
- Harper Houf Peterson Righellis Inc. - environmental review and documentation (Phase 2)

The Forest Home Road Slide Project is federally funded and is intended to address slide repair issues in the project area.

The City of Camas is anticipating that environmental assessment for this Project will result in “Documented Categorical Exclusion (DCE)” for the National Environmental Policy Act (NEPA) and a “No Effect” ESA Determination. A Joint Aquatic Resource Permit Application (JARPA) will be completed to address environmental impacts. A City Critical Areas Ordinance and a State Environmental Policy Act (SEPA) checklist shall be prepared for the Project. Also the Consultant shall prepare the National Pollutant Discharge Elimination System (NPDES) application and Storm Water Pollution Prevention (SWPP) Plan for the Project.

PROJECT DESCRIPTION/BACKGROUND

Forest Home Road is classified as a 2-Lane Minor Arterial on the City of Camas Arterial Map. The existing roadway consists of two lanes with no shoulder, pedestrian or bicycle facilities. A slide occurred between approximately MP 0.6 and MP 0.7 on the southerly side of the road. The road is currently closed to all traffic.

SCOPE OF WORK

TASK 1: PROJECT MANAGEMENT AND ADMINISTRATION

HDJ shall oversee project tasks and coordinate with City representatives to manage the scope, schedule and budget for the design engineering phase.

Subtask 1.1 – Contract Administration, Invoicing, and Progress Reports

- Prepare and submit monthly invoices. Each invoice will include: date period covered by invoice, number of hours worked during the billing period with billing rates shown; expenses and associated mark-ups; total cost for labor and expenses for the billing period; subconsultants fees including markups for the billing period; and a total amount summarizing labor, expenses, and subconsultant fees. The only markup for subconsultants will be for the B&O Tax no additional markup will be included in the billing by HDJ.
- Prepare a Contract Summary Report to accompany the monthly invoices. The Contract Summary Report will list each invoice as well as current invoice with an itemized summary of invoice numbers, dates, and amounts billed for labor, expenses, and subconsultants as well as total amounts for each invoice. The Contract Summary Report will also list the total amount billed to date, total amount remaining under contract, and contract expiration date.
- Prepare a brief Project Status Report to accompany the monthly invoices. The Project Status Report will include: date period covered by Status Report, brief summary of work performed during the billing period, a notice to CITY raising any issues or concerns that could require a contract amendment/supplement, a brief summary of completed and/or upcoming project milestones, and action items needed from CITY for project delivery. Consultant shall monitor the status of the budget and take corrective actions to correct undesirable budget trends involving the CITY if scope is impacted.
- Maintain project documentation including a design memorandum, design criteria matrix and design decisions. Provide copies of project files and records to the CITY for audits and public information requests. Final submittal documents shall be provided in electronic format.

Deliverables

- Monthly invoices, Contract Summary Reports, and Project Status Reports.
- Project Documentation, upon request

Subtask 1.2 – Meetings

This item includes the preparing for and facilitating regular meetings to successfully complete the project.

- The Consultant shall schedule Project team meetings and prepare meeting agendas. This includes a Project kick-off meeting, monthly progress meetings with City staff, and coordination meetings.

- The Consultant shall organize and hold Project meetings with key Project team members, as well as representatives from the City of Camas and other agencies, as needed. These meetings shall have specific agendas addressing and resolving Project issues as they are encountered.

Deliverables

- Meeting Agendas and Meeting Summaries delivered within 5 working days of the meeting

Subtask 1.3 – Management, Coordination, and Direction

- The Consultant shall provide management, coordination, and direction to the Project team in order to complete the project on time and within budget. The City fosters a partnership approach of all stakeholders in the Project. The Consultant shall integrate this strategy into the overall management approach.
- The Consultant shall establish a quality management program and designate responsibility for review of technical work and other deliverable products.
- The Consultant shall prepare and maintain a project design schedule. The schedule shall identify CONSULTANT tasks, major milestones and deliverables, and items provided by CITY and other consultants. The schedule shall be updated every month or as circumstances require.
- The Consultant shall coordinate Consultant tasks and activities with the City. This shall include using monthly meetings to plan and coordinate upcoming activities.
- The Consultant shall coordinate with private and public utilities, including power, phone, cable, gas and other utilities.
- The Consultant shall coordinate with property owners adjacent to the Project who will be affected by the roadway design. Prior approval from the City's Project Manager will be required before any contact with neighborhood associations or private property owners occurs.

► Deliverables

- Project Schedule & Schedule Updates
- Summary notes of coordination efforts

Subtask 1.4 – Coordination with WSDOT and FHWA

- The Consultant shall coordinate with Washington State Department of Transportation (Local Programs Office), and FHWA.
- Prepare Detailed Damage Inspection Report including a betterment justification memo. Provide copies to the CITY for submittal to WSDOT.
- Prepare LA Prospectus and Agreement. Provide copies to the CITY for submittal to WSDOT.

► Deliverables

- Coordination meeting agendas and meeting summaries.

- Detailed Damage Inspection Report with a betterment justification memo.
- LA Prospectus and Agreement

TASK 2: DATA COLLECTION

HDJ will perform topographic surveying and data collection services to include the following:

Subtask 2.1: Surveying

- Accomplished in Phase 1.

Subtask 2.2: Base Map

- Accomplished in Phase 1.

Subtask 2.3: Site Visits

- Accomplished in Phase 1.

Subtask 2.4: Project Photos

- Accomplished in Phase 1.

TASK 3: GEOTECHNICAL

Subtask 3 – Geotechnical Engineering

- Accomplished in Phase 1

TASK 4: ENVIRONMENTAL AND TASK 5.1 SUPPORT

ENVIRONMENTAL

TASK 4.1. Wetland and Stream Report

See Phase 1 Scope for Description and Assumptions.

Information gathered during Phase 1 of the project will be used to prepare a wetland delineation and stream Ordinary High Water Mark (OHWM) report.

For this task, the consultant will:

- Prepare one wetland delineation report following US Army Corps of Engineers (USACE) or Washington State Department of Ecology (Ecology) format, as appropriate. This report will

include:

- § Topographic map of the project area;
 - § Relevant National Wetland Inventory mapping;
 - § Clark County soil survey mapping;
 - § Site map showing wetland boundaries and the location of data points;
 - § Complete set of field data sheets;
 - § Washington Natural Heritage Program data on rare plants and high quality wetlands;
 - § WDFW priority habitat information.
- Submit the Wetland Delineation Report for review and concurrence by USACE.

Additional Assumptions:

- The site visit with USACE (and Ecology if they elect to attend) will last not more than four hours (including travel).
- The report will not exceed 25 pages (with required maps), not including appendices.

New Deliverables:

- Wetland delineation and stream OHWM report (one internal draft electronic copy to HDJ and the City; one draft electronic copy to USACE; one final electronic copy to HDJ, the City, and USACE).

TASK 4.2. Joint Aquatic Resources Permit Application (JARPA) and Clean Water Act (CWA) Compliance
See Phase 1 Scope for Description and Assumptions.

During Phase 2, the consultant will prepare a Joint Aquatic Resources Permit Application (JARPA) for impacts to Waters of the US resulting from project construction activities and submit the application and supporting documents to USACE for issuance of a permit under CWA §404 and certification by Ecology under CWA §401.

The project is expected to result in temporary, construction-related impacts to the stream and any wetlands identified within the project work area. Since the extent of project impacts will depend on the project design, compensatory mitigation requirements cannot be determined in this phase and are not included in this scope. Once the project impacts have been determined, compensatory mitigation can be developed under a separate scope.

For this task, the consultant will:

- Prepare a JARPA for proposed project impacts resulting from reconstruction of the areas affected by the landslide.
- Attend a site visit with USACE staff (and Ecology if they elect to attend) to review impacts and discuss concerns or recommendations agency staff may have regarding issuance of authorizations under CWA.

Additional Assumptions:

- The site visit with USACE (and Ecology if they elect to attend) will last not more than four hours (including travel).

- Compensatory mitigation needs for the project have not been determined, and mitigation is not included in this scope.

New Deliverables:

- JARPA (one draft electronic copy to HDJ and the City; one final electronic copy and three bound paper copies to HDJ, City, and USACE).

TASK 4.3. Washington Department of Fish & Wildlife (WDFW) Hydraulic Project Approval (HPA)

See Phase 1 Scope for Description and Assumptions.

For Phase 2, the consultant will:

- Attend one field site visit, not to exceed 4 hours (including travel).
- Submit the JARPA (with all relevant attachments and supporting documents) to WDFW for review and approval.

New Deliverables:

- HPA components for JARPA (one electronic and one bound paper copy to WDFW).

TASK 4.4. National Environmental Policy Act (NEPA) Compliance

See Phase 1 Scope for Description and Assumptions.

For Phase 2, the consultant will revise the NEPA compliance documents to incorporate the comments provided on the draft by HDJ, the City, and WSDOT staff.

Additional Assumptions:

- Comments on the Draft NEPA compliance document will be editorial in nature and minor in extent.
- No major changes in design are proposed following preparation of the Draft NEPA compliance document. Significant reanalysis of the project will not be required.

New Deliverables:

- Finalize NEPA analysis and incorporate into a CE Documentation form (One final electronic copy and three bound paper copies)

TASK 4.5. Endangered Species Act (ESA) Compliance

See Phase 1 Scope for Description and Assumptions.

For Phase 2 of the project, the consultant will revise and finalize the ESA No Effect Letter to incorporate the comments provided on the draft by HDJ and the City and to include minor revisions resulting from advancing the design and coordination with Agency staff.

Additional Assumptions:

- Comments will be editorial in nature and minor in extent.
- No major changes in design are proposed following preparation of the Draft No Effect Letter compliance document. Significant reanalysis of the project will not be required.

New Deliverables:

- Final ESA No Effect Letter (one electronic final document to HDJ and the City, and three bound paper copies to WSDOT).

TASK 4.6. Sole Source Aquifer Program Compliance

See Phase 1 Scope for Description and Assumptions.

In Phase 2, the consultant will coordinate with WSOT regarding the final EPA Sole Source Aquifer Checklist and make minor revisions as needed.

Additional Assumptions:

- Revisions to EPA Sole Source Aquifer Checklist are expected to be minor.

New Deliverables:

- Final EPA Sole Source Aquifer Checklist (one electronic copy of final to WSDOT, one printed copy to US EPA).

TASK 4.7. SEPA Compliance

To the extent possible, previous and current studies and current design information will be used to prepare the SEPA Checklist. For this subtask the consultant will prepare a Checklist in accordance with City and State regulations and policies. A Checklist includes sixteen environmental elements to be evaluated, some of which are more pertinent to this project than others. The natural resource-related elements (such as Water, Plants, and Animals) and associated analysis can be based on information obtained from the TES research, field visits, and design information. Evaluation of the human environment (such as Air, Energy, Environmental Health, Energy, Transportation, Public Services, and Utilities) can be made from project-specific studies (geotechnical, hazardous material, noise, air, and traffic) or the project design proper. Historic/Cultural evaluation will be based on the findings of a project specific cultural resources study/report.

New Assumptions:

- Resource and impact information required to address the non-natural resource sections of SEPA will be provided by engineering or other consulting firms via HDJ or the City.
- The City will act as lead agency and is responsible for processing of the SEPA checklist.
- All fees will be paid and processed by the City.
- The City will issue a Determination of Non-Significance (DNS) or Mitigated Determination of Significance (MDS) based on the information provided in the SEPA Checklist, i.e., no additional information or studies will be required.

New Deliverables:

- Final SEPA Checklist (one draft electronic copy; one final electronic copy; and three paper copies)

TASK 4.8. City of Camas Critical Areas Report and Significant Tree Permit

See Phase 1 Scope for Description and Assumptions

For Phase 2, the consultant will:

- Prepare a critical area reports to address impacts to critical areas and their applicable buffers regulated under CMC Chapter 16.

- The report will also address Significant Trees as regulated under CMC 18.31. The City defined significant trees as those trees located within critical areas or buffer that are greater than 4 inches in diameter measured at the root collar.

The project is expected to result in temporary, construction related impacts to the stream and any wetlands identified within the project work area. Because the extent of project impacts will depend on the project design, compensatory mitigation requirements cannot be determined in this phase and are not included in this scope. After project impacts have been determined, compensatory mitigation can be developed under separate scope if required. As a result, the Critical Areas Report will not include compensatory mitigation.

Additional Assumptions:

- Significant trees in the project are will be surveyed by a professional licensed surveyor under separate scope.
- The Critical Areas Report will be based on supporting studies, reports, and permitting documents prepared under other portions of the scope, including the wetland delineation and stream OHWM report, geotechnical reports, design documents and plans, JARPA, ESA No Effect Letter, and the SEPA Checklist.
- The geologically hazardous areas section will be completed by another team member’s qualified professional specialist.
- Information generated as part of the EPA Sole Source Aquifer Program compliance will be incorporated into the Critical Aquifer Recharge section.
- The report will not exceed 20 pages (with required maps), not including appendices.
- Each agency will act as lead agency and will be responsible for processing of the Critical Area application under its regulations.
- Compensatory wetland, wetland buffer, habitat, or habitat buffer mitigation requirements (including Oregon white oak), have not been determined and are not included in this scope.

New Deliverables:

- Critical Area Report for the City (one draft electronic copy; one final electronic copy in Word; and three bound paper copies).

Task 4.9. Project Planning and Coordination

See Phase 1 Scope for Description and Assumptions. No changes in Phase 2.

Task 5.1. Design Alternatives Review

The engineering process required a review of project concepts and alternatives at various points in the development of the plans, specification and estimates. Typically, this occurs at the conceptual, 50%, 90%, and 100% percent design stages. As part of the Design Alternatives Review, The consultant will:

- review of the designs and construction methods for environmental impacts and permitting issues;
- Review of project design s is expected to be a minor element, and total effort will not exceed 4 hours.

Assumptions:

- No more than 4 individual reviews will be required.
- Design drawing for review will be provided in Adobe PDF format.
- The design staff will provide a narrative describing the design and construction approach concurrent with delivery of the drawings.

Deliverables:

- Emails documenting the review and describing environmental and permitting issues and concerns identified in the review.

**TASK 5: DESIGN ENGINEERING – PLANS, SPECIFICATIONS & ESTIMATE (PS&E);
EVALUATION OF ALIGNMENT OPTIONS**

The Consultant will advance the roadway design through concept / alternatives, 50 percent, 90 percent, and final construction contract documents as part of this task. HDJ Team will be responsible to provide design engineering services for the deliverables outlined below for the following submittals:

- concept / alternatives submittal
- 50% Submittal
- 90% Submittal
- Final submittal

Subtask 5.1: concept / alternatives

Accomplished in Phase 1

Subtask 5.2: 50 Percent Design (PS&E)

The Consultant will develop construction documents to the 50 percent design stage. These documents will consist of plans, an opinion of probable construction cost, and an anticipated construction schedule. These documents will be used to assist the permit process.

Design tasks include the following:

- Refine slide repair sections based on review comments from the City
- Develop alignment.
- Develop slide repair details
- Develop wall plan and details
- Develop erosion control plan and details
- Develop site prep and demolition plan
- Develop preliminary stormwater plan
- Develop Right of Way Plans in accordance with WSDOT LAG Manual guidelines.
- Calculate quantities and prepare a 50% engineer's estimate of construction costs.
- Submit 50% plan set and cost estimate for review
- Meet with City staff after review of the 50% plans.

The 60% plans shall include:

- Cover Sheet
- Civil Legend Sheet
- Typical Sections
- Plan over Profile Sheets showing basic roadway geometry information
- Stormwater plan
- Wall Plan and Profile
- Wall Details
- Erosion Control and Grading Plans
- Erosion Control Notes Detail Sheets
- Site Prep/Demolition Plans

Deliverables

- 50% Design Plans, including Cost Estimates (3 copies of the plans 11X17 and a PDF of the plan set and cost estimate)

Subtask 5.3: 90 Percent Design (PS&E)

The Consultant will address review comments from the 50% plans and develop construction documents to the 90 percent design stage. These documents will consist of plans, specifications, a bid item list, an opinion of probable construction cost, and an anticipated construction schedule.

Design tasks include the following:

- Update design based on comments from 50% Plans
- Compute quantities and prepare an engineer's estimate of construction costs.
- Prepare 90% Level Project Specifications including current WSDOT amendments, GSP's and special provisions for unique bid items, materials and construction requirements.
- Submit 90% plan set, specifications, and cost estimate for review
- Meet with City staff after review of the 90% plans.

The 90% plan set shall include the following:

- Cover Sheet
- General Notes and Legend Sheet
- Typical Sections
- Erosion Control and Grading Plans
- Erosion Control Notes and Details
- Site Prep/Demolition Plans
- Street Plan / Profile Sheets
- Miscellaneous Details Sheet
- Stormwater plan
- Retaining Wall Plans and Profiles
- Retaining Wall Details
- Standard Detail Sheets
- Wetland Mitigation Plan

Deliverables

- 90% PS&E (3 copies on 11X17 and a pdf of the plan set)
- 90% Contract Documents in Word format
- 90% Construction Cost Estimate in Excel format.

Subtask 5.4: Final Design (PS&E)

The Consultant will address review comments from the 90% plans and develop construction documents to the 100% and Final design stage. These documents will consist of plans, specifications, a bid item list, an opinion of probable construction cost, and an anticipated construction schedule.

Design tasks include the following:

- Prepare final special provisions as needed for nonstandard items shown on the plans, and compile the project specifications.
- Compute quantities and prepare an engineer's estimate of construction costs.
- Submit 100% PS&E for Review
- Address City review comments regarding the plans, specs, and estimate.
- Prepare the project NPDES permit application, and post the Notice of Intent (NOI) in the Camas Washougal Post Record
- Prepare the project SWPPP
- Prepare Final Bid Package
- Submit final bid package

100% and final design phase plan set shall include:

- Cover Sheet
- General Notes and Legend Sheet
- Typical Sections
- Erosion Control and Grading Plans
- Erosion Control Notes Details
- Site Prep/Demolition Plans
- Street Plan / Profile Sheets
- Miscellaneous Details Sheet
- Stormwater plan
- Retaining Wall Plan and Profile
- Retaining Wall Details
- Standard Detail Sheets
- Wetland Mitigation Plan

Deliverables

- NPDES Permit Application
- Copy of SWPPP
- 100% PS&E (3 copies on 11X17 and a pdf of the plan set)
- Contract Documents in Word format
- Construction Cost Estimate in Excel format.

Task 5 STRUCTURAL SUPPORT & TASK 6: STRUCTURAL ENGINEERING

Task 5.1: Plans, Specifications, and Estimates

Subtask 5.1 - Concept / Alternatives

- Provide a brief narrative of the structural features for each of the four alternatives under consideration. Narrative shall be approximately one paragraph for each alternative.
- Provide a planning level, order-of-magnitude, cost opinion for up to four wall/slope alternatives. Cost opinions will be provided per square foot of exposed wall face.
- Up to two Consultant staff shall attend a single one-hour meeting for discussion or review of the alternatives under consideration.
- Respond to one set of comments on the narrative and make necessary revisions to the narrative sections identified above if required.

Deliverables: Subtask 5.1 - Concept / Alternatives

- Structural narratives
- Planning level wall cost opinions
- Narrative comment responses (if required)

Subtask 5.2 - 50 Percent Design (PS&E)

- Develop construction documents to the 50 percent design stage for a single selected alternative. The 50 percent submittal shall include the following:
 - Wall Plan and Profile sheet
 - Wall Section sheet
 - Calculate bid quantities for the structural section of the selected alternative
 - Provide an option of the probable cost of construction for structural section bid quantities
- Up to two Consultant staff shall attend a single one-hour meeting for discussion or review of the 50 percent submittal.
- Respond to one set of comments on the 50 percent plans and estimate submittal, if required.

Deliverables: Subtask 5.2 - 50 Percent Design (PS&E)

- 50% Wall Plan and Profile Sheet
- 50% Wall Section sheet
- 50% bid quantities and cost opinion
- 50% comment responses (if required)

Subtask 5.3 - 90 Percent Design (PS&E)

- Develop construction documents to the 90 percent design stage for a single selected alternative. Revisions shall be based on resolved comments from the 50 percent submittal. The 90 percent submittal shall include the following:
 - Wall Plan and Profile plan sheet
 - Wall Section plan sheet
 - Wall Details plan sheet
 - Prepare 90% level special provisions as required for the selected alternative
 - Calculate bid quantities for the structural section of the selected alternative

- Provide an option of the probable cost of construction for structural section bid quantities
- Up to two Consultant staff shall attend a single one-hour meeting for discussion or review of the 90 percent submittal.
- Respond to one set of comments on the 90 percent plans and estimate submittal, if required.

Deliverables: Subtask 5.3 - 90 Percent Design (PS&E)

- 90% Wall Plan and Profile Sheet
- 90% Wall Section sheet
- 90% Wall Detail sheet
- 90% bid quantities and cost opinion
- 90% comment responses (if required)

Subtask 5.4 - Final Design (PS&E)

- Develop final construction documents. Revisions shall be based on resolved comments from the 90 percent submittal. The 100 percent submittal shall include the following:
 - Sealed Wall Plan and Profile plan sheet
 - Sealed Wall Section plan sheet
 - Sealed Wall Details plan sheet
 - Prepare final special provisions as required for the selected alternative
 - Calculate bid quantities for the structural section of the selected alternative
 - Provide an option of the probable cost of construction for structural section bid quantities

Task 6.0: Structural Design Engineering

Subtask 6.1 - Draft and Final Structural Calculations

- Assist HDJ team with determining appropriate water surface elevations and flow velocities needed to design the toe erosion protection, and with developing alternatives to restore the failed slope.
- See assumptions for structural calculations to be added.

Deliverables: Subtask 6.1 - Draft and Final Structural Calculations

- To be determined.

Assumptions

The following assumptions are made by the Engineer in order to provide the above listed services:

- Since the amount of structural engineering required will vary depending upon the alternative selected, this task will be added by amendment for the selected alternative. Following selection of a preferred alternative by the client, an amendment to this agreement will be added to provide draft and final structural calculations the selected alternative.
- Meetings shall be located in HDJ Design Group's Vancouver office or in the City of Camas.
- Site civil (grading, access, parking, drainage, etc.) services are not included in Consultant's Services.
- Architectural design services are not included in Consultant's Services.
- Engineer will provide Consultant with geotechnical recommendation necessary to perform the structural design of the selected wall alternative.

- Engineer will provide Consultant with proposed and existing ground profiles at the face of wall and sections in DWG format.
- Engineer will perform any hydraulic modeling (e.g. HEC-RAS) required to determine water levels and flow velocities.
- Calculations and drawings will be completed for one option only. Calculation revisions and/or drawing revisions due to a modification by the Owner or other third party which deviate from the initially selected alternative are not included in Consultant's Services.

TASK 7: UTILITY COORDINATION

Task 7.1 - : Utility Coordination

Contact utilities within the project limits and obtain existing system mapping. Review mapping for consistency with project base map.

Conduct a utility reconnaissance of the project corridor to determine visual evidence of underground and above ground utility facilities and confirm utility provided facility maps and project base map completeness.

Identify and discuss with each utility special requirements associated with their facility relocation or modification.

Subtask 7.1: Utility Meetings

Organize and facilitate up to two group utility meetings to provide updated project information. Such meetings will address known facilities, potential for impact, timing requirements for potential relocations, initial information of reimbursable requirements. Meetings will also allow the exchange of each utility's relocation plans with the other utilities in order to maximize compatibility of relocation designs and utility and roadway construction sequencing. Prepare and transmit meeting agendas and meeting summaries to utility representatives, City and Consultant team members.

Subtask 7.2: Conflict Identification, Analysis and Recommended Resolution

Identify and analyze utility conflicts, compile and distribute utility conflict lists involving above ground, surface and underground conflicts, and make conflict resolution recommendations to utilities.

Assumptions:

- City will provide utility plans, GIS and other supporting documents for City utilities within the project corridor
- Utility design location fees, if any, are not included in Consultant's costs and will be paid by the City if required.
- Utilities will provide as-built system maps of their facilities within the project corridor
- Additional right-of-way and/or easements that may be required for relocated utilities, is the responsibility of the utilities or the City in the event of prior rights.

Deliverables

- Existing utility system mapping
- 50% Submittal - Existing utilities identified and marked-up on survey base mapping.

- Utility Conflict Memorandum at 60% Plans

TASK 8: RIGHT OF WAY

Consultant shall provide labor, equipment and materials to acquire real property and easements to facilitate project construction. Legal Descriptions will be developed as described in Task 2.1. Property owner lists, maps, and acquisition areas will be developed in Task 5.2.

Right of Way Acquisition activities will conform to the standards contained in the Uniform Act of 1970 and amendments, the laws of the State of Washington and City Policies and Procedures.

Subtask 8.1 – Preliminary Title Reports

The number of acquisitions is based on the assumed impacts to properties adjacent to the project, and does not include acquisitions for offsite wetland or storm water mitigation.

The Consultant will obtain preliminary title reports for each property acquisition. Early in the design process, the Consultant will review each preliminary title report for encumbrances, liens, or defects. The Consultant will work with the title companies to resolve encumbrances prior to completion of appraisals.

Assumptions

- 2 property acquisitions

Deliverables

- 2 preliminary title reports

Subtask 8.2 – Project Funding Estimate

The Consultant will complete a Right of Way Project Funding Estimate in conformance with WSDOT LAG Manual. The City will review the Project Funding Estimate for compliance with current project design. Consultant will revise the Project Funding Estimate to respond to City comments and issue the Final Project Funding Estimate for WSDOT review.

Assumptions

- 2 property acquisitions

Deliverables

- Draft Project Funding Estimate (paper and PDF)
- Final Project Funding Estimate (paper and PDF) submitted to WSDOT for review and approval

Subtask 8.3 – Appraisal and Appraisal Review

The Consultant will complete appraisal and / or appraisal waivers for those properties in accordance with the City of Camas approved RW procedures.

Appraiser will provide written notice to owners of a planned appraisal inspection and will provide the property owner or designated representative, if any, an invitation to accompany the appraiser on any inspection of the property for appraisal purposes.

Appraisal will conform to the Uniform Standards of Professional Appraisal Practice (USPAP).

The Consultant will provide an appraisal review for each appraisal. The appraisal review will be conducted by another WSDOT approved appraiser.

Deliverables

- Appraisal Waivers for 2 files

Subtask 8.4 – Acquisition

The Consultant will conduct property acquisition negotiations, on behalf of the City.

Consultant will research the ownership status of the parcel and any existing conditions impacting the parcel. Consultant will provide potential courses of action for obtaining clear title for the City.

Consultant will compile and/or prepare all essential documents to be submitted to owners using City approved documents. These include project information letters, acquisition and relocation brochures, offer-benefit letters, acquisition summary statements, copy of the valuation, map of acquisition, and instruments of conveyance. Epic Land Solutions, Inc., will make all offers in person or by certified mail.

Consultant will provide all property owners with:

- A complete copy of the valuation that just compensation is based upon at the initiation of negotiations.
- Consultant will prepare and maintain written diaries of negotiator contacts with property owners and tenants to document:
 - Efforts to achieve amicable settlements,
 - Owners' suggestions for changes in plans,
 - Responses to owners' counterproposals, etc.

Consultant will make every reasonable effort to acquire the ROW expeditiously by negotiation. Property owners must be given reasonable opportunity to consider the offer and present material the owner believes is relevant to determining the value of the property.

Assumptions

- No relocation activity is anticipated.
- City will pay closing costs

Deliverables

- 2 completed negotiation packet with document for recording.

Subtask 8.5 – Closeout and Certification

The Consultant will provide documentation that ROW has been acquired in compliance with the Uniform Act as amended, and other applicable federal, state and civil rights laws. Consultant will submit a ROW Certification request to the City.

Deliverables

- Right of Way Certification Request submitted to the City.

TASK 9: PUBLIC INVOLVEMENT

The Consultant will conduct one-on-one meetings with property owners along the corridor. These meetings will be held to inform the property owners about the project, potential impacts, and the acquisition process. The City will take the lead on sending a letter to these property owners introducing them to the project and notifying them of the City's desire to meet with them. The Consultant will take the lead in scheduling, preparing for, and facilitating the meetings.

Assumptions

- City will prepare and send introduction letter to property owners
- The City will develop and provide a list of contact information for the property owners
- Up to 2 property owners will be interviewed

Deliverables

- Draft summary notes of property owner meetings (one electronic copy)
- Final summary notes of property owner meetings (one electronic copy)

TASK 10: PROJECT MANAGEMENT AND DESIGN ENGINEERING SERVICES DURING CONSTRUCTION

The Consultant will answer bidder questions and prepare addenda as needed through the bid process.

Deliverables

- Summary of bidder questions and answers (one electronic copy)
- Draft and final addenda (one electronic copy)

CITY DELIVERABLES TO THE CONSULTANT

Sample Projects

The City will provide copies of sample City projects, and design guidelines. The City will also provide electronic files of title blocks, standard details for streets, traffic signal, street lighting and other available details.

Project Coordination

The City will assist the Consultant in managing relationships with other jurisdictions involved in the project, adjacent property owners and the public. The City will provide staff to meet and discuss the project with the Consultant as needed. The City will provide written comments pertaining to the design submittals.

Right of Entry Permits

The City will obtain the right of access to private parcels within the project corridor. The Consultant will identify parcels where entry is required.

Pavement Design

The City will select the pavement type and structural sections based on the pavement recommendation provided by the Consultant. However, the City reserves the right to alter the pavement and structural sections provided said alterations provide equal or greater structural strength.

Utility List

The City will provide the Consultant with a list of local contacts for utilities within the project limits. Design and plan preparation for the addition or relocation of utilities within the project limits will be completed by others.

Deliverables

- Sample projects
- Project coordination
- Right of Entry permits
- Pavement type & structural sections selection
- Utility list

##.END.##

Forest Home Road Slide - Phase 1

Task and Description	HDJ Design Group PLLC (Engineering/Management)									HDJ TOTAL	SUBCONSULTANTS (NTE)					SUB TOTAL	Phase 1	Phase 2	Total
	Eng-Prncpl	Eng Mngr VI	Des Tech IV	Survey Prin	Survey Crew - 2 person	Survey LSIT	CADD-3	Admin	Expense		Geotechnical	structures	Enviro	Enviro	RoW		AMOUNT	AMOUNT	AMOUNT
	Apex	Aptum	Normandeu	HHPR	Epic	Apex	Aptum	Normandeu	HHPR		Epic	AMOUNT	AMOUNT	AMOUNT	AMOUNT				
TASK 1 - PROJECT MANAGEMENT AND ADMINISTRATION										\$14,842.00						\$0.00	\$9,942.00	\$14,842.00	\$24,784.00
Subtask 1.1 Contract Administration, Invoicing, and Progress Reports		20.00						1.00		3,162.00						0.00	1,082.00	\$3,162.00	\$4,244.00
Subtask 1.2 Meetings		20.00	20.00							5,480.00						0.00	1,020.00	\$5,480.00	\$6,500.00
Subtask 1.3 Management, Coordination and Direction		20.00								3,100.00						0.00	4,120.00	\$3,100.00	\$7,220.00
Subtask 1.4: Coordination with WSDOT and FHWA		20.00								3,100.00						0.00	3,720.00	\$3,100.00	\$6,820.00
TASK 2 -Data Collection										\$0.00						\$0.00	\$15,803.00	\$0.00	\$15,803.00
Subtask 2.1 Surveying										0.00						0.00	13,420.00	0.00	13,420.00
Subtask 2.1.1: Control Network										0.00						0.00	3,630.00	\$0.00	\$3,630.00
Subtask 2.1.2: Conduct records research										0.00						0.00	722.00	\$0.00	\$722.00
Subtask 2.1.3: Preconstruction record of survey and resolution										0.00						0.00	1,444.00	\$0.00	\$1,444.00
Subtask 2.1.4: Topographic Survey										0.00						0.00	5,374.00	\$0.00	\$5,374.00
Subtask 2.1.5: Legal Descriptions										0.00						0.00	2,250.00	\$0.00	\$2,250.00
Other Data Collection										0.00						0.00	2,383.00	0.00	2,383.00
Subtask 2.2: Base Map										0.00						0.00	1,371.00	\$0.00	\$1,371.00
Subtask 2.3: Site Vsits										0.00						0.00	764.00	\$0.00	\$764.00
Subtask 2.4: Project Photos										0.00						0.00	248.00	\$0.00	\$248.00
Task 3: Geotechnical Engineering										\$0.00						\$0.00	\$33,208.00	\$0.00	\$33,208.00
Subtask 3 Geotechnical Engineering										0.00						0.00	33,208.00	\$0.00	\$33,208.00
TASK 4: Environmental										\$2,480.00						\$25,881.73	\$21,489.73	\$28,361.73	\$49,851.46
Subtask 4.1: Stream and Wetland Field Review and Report		2.00								310.00				5,475.81		5,475.81	3,774.11	\$5,785.81	\$9,559.92
Subtask 4.2 Joint Aquatic Resources Permit Application and Clean Water Act		2.00								310.00				3,555.01		3,555.01	2,320.25	\$3,865.01	\$6,185.26
Subtask 4.3 Washington Dept of Fish & Wildlife Hydraulic Project Approval		2.00								310.00				1,117.81		1,117.81	1,499.00	\$1,427.81	\$2,926.81
Subtask 4.4 National Environmental Policy Act (NEPA) Compliance		2.00								310.00				853.92		853.92	2,466.33	\$1,163.92	\$3,630.25
Subtask 4.5 Endangered Species Act (ESA) Compliance		2.00								310.00				303.64		303.64	4,637.30	\$613.64	\$5,250.94
Subtask 4.6 Sole Source Aquifer Program Compliance		2.00								310.00				303.64		303.64	1,669.54	\$613.64	\$2,283.18
Subtask 4.7 SEPA Compliance		2.00								310.00				5,932.88		5,932.88	310.00	\$6,242.88	\$6,552.88
Subtask 4.8 City of Camas Critical Areas and Significant Tree Permit		2.00								310.00				6,504.46		6,504.46	968.25	\$6,814.46	\$7,782.71
Subtask 4.9 Project Planning and Coordination										0.00				1,834.56		1,834.56	3,844.95	\$1,834.56	\$5,679.51
Subtask 4.10: Cultural and Historic Resources										0.00				0.00		0.00	0.00	\$0.00	\$0.00
Task 5: Design Engineering										36,055.00						14,560.53	11,560.00	\$50,615.53	\$62,175.53
Subtask 5.1: Concept / Alternatives										0.00		3,300.00		510.53		3,810.53	11,560.00	\$3,810.53	\$15,370.53
Subtask 5.2: 50 % Design		4.00	80.00				40.00			13,740.00		4,040.00				4,040.00	0.00	\$17,780.00	\$17,780.00
Subtask 5.3: 90% Design		4.00	80.00				40.00			13,740.00		4,340.00				4,340.00	0.00	\$18,080.00	\$18,080.00
Subtask 5.4: Final Design		4.00	40.00				20.00			7,180.00		2,370.00				2,370.00	0.00	\$9,550.00	\$9,550.00
Subtask 5.5: QA/QC		9.00								1,395.00						0.00	0.00	\$1,395.00	\$1,395.00
Task 6: Structural Engineering										\$620.00						\$750.00	\$0.00	\$1,370.00	\$1,370.00
Subtask 6 Structural Engineering		4.00								620.00		750.00				750.00	0.00	\$1,370.00	\$1,370.00
Task 7 Utility Coordination										\$0.00						\$0.00	\$1,075.00	\$0.00	\$1,075.00
Subtask 7.1: Utility Coordination										0.00						0.00	1,075.00	\$0.00	\$1,075.00
Task 8: Right of Way										\$3,240.00						\$24,113.58	\$0.00	\$27,353.58	\$27,353.58
Subtask 8.1: Title Reports/PFE		4.00								1,080.00					5,884.82	5,884.82	0.00	\$6,964.82	\$6,964.82
Subtask 8.3: Appraisal and Appraisal Review		4.00								1,080.00					7,200.00	7,200.00	0.00	\$8,280.00	\$8,280.00
Subtask 8.4: Acquisition/certification		4.00								1,080.00					11,028.76	11,028.76	0.00	\$12,108.76	\$12,108.76
Task 9: Public Involvement										\$620.00						\$0.00	\$0.00	\$620.00	\$620.00
Subtask 9: Public Involvement		4.00								620.00						0.00	0.00	\$620.00	\$620.00
TASK 10: Project Management and Design Engineering										\$2,292.00						\$0.00	\$0.00	\$2,292.00	\$2,292.00
Subtask 10.1 Pre-Bid Opening		4.00	8.00				8.00			2,292.00						0.00	0.00	\$2,292.00	\$2,292.00
<i>Reimbursable Expenses</i>										\$2,675.51						\$0.00	\$2,839.37	\$2,675.51	\$5,514.87
<i>Copies</i>								500.00		500.00						0.00	500.00	\$500.00	\$1,000.00
<i>Expenses</i>								500.00		500.00						0.00	500.00	\$500.00	\$1,000.00
<i>Travel</i>								500.00		500.00						0.00	500.00	\$500.00	\$1,000.00
<i>B&O Tax 1.8% on Subconsultant amounts</i>								1,175.51		1,175.51							1,339.37	\$1,175.51	\$2,514.87
TOTAL HOURS	0.00	141.00	228.00	0.00	0.00	0.00	108.00	1.00											
HOURLY RATES	200.00	155.00	119.00	155.00	156.00	103.00	90.00	62.00											
TOTAL DOLLARS	\$ -	\$ 21,855.00	\$ 27,132.00	\$ -	\$ -	\$ -	\$ 9,720.00	\$ 62.00	\$ 2,675.51	\$ 62,824.51	\$ -	\$ 14,800.00	\$ -	\$ 26,392.26	\$ 24,113.58	\$ 65,305.84	\$ 95,484.05	\$ 128,130.35	\$ 224,047.44