

**AMENDMENT NO. 3
PROFESSIONAL SERVICES AGREEMENT
FOR
CIVIL ENGINEERING AND STREETScape DESIGN SERVICES**

THIS AMENDMENT is effective as of the date of the last authorizing signature affixed hereto by and between the CITY OF OLYMPIA, a Washington municipal corporation (the "City"), and KPG, P.S., a Washington Municipal corporation ("Contractor").

RECITALS

1. On April 10, 2017, the City and the Contractor entered into a Professional Services Agreement for Civil Engineering and Streetscape Design Services (the Agreement).
2. Exhibit A to the Agreement (the Scope of Work) includes Phase 1 Preliminary Design and Phase 2 Final Design (PS&E) - Future Scope of Work items.
3. Project assumptions within the Scope of Work provide that the Contractor will prepare a detailed scope of work and budget for a contract supplement at the time the services for Phase 2 are required.
4. The term of the Agreement was to end no later than December 31, 2018, with compensation not to exceed Ninety-nine Thousand, Eight Hundred Ninety and No/100 Dollars (\$99,980).
5. The Agreement further provides that its terms can be "extended for additional periods of time upon the mutual written agreement" of the City and the Contractor and modification of its terms need to be in writing and signed by both parties.
6. The City and the Contractor desired to amend the Agreement to extend the contract term and increase the contract amount for Phase 2 services.
7. On May 22, 2018, the City and the Contractor amended the Agreement to extend the contract term and increase the contract amount for Phase 2 services.
8. The City and the Contractor desired to amend the Agreement to extend the contract term.
9. On December 18, 2019, the City and the Contractor amended the Agreement to extend the contract term.
10. The City and the Contractor desire to amend the Agreement to extend the contract term and increase the contract amount to include Construction Management services.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. Section 1 of the Agreement, SERVICES, is hereby amended to read as follows:

Contractor shall provide the services more specifically described in Exhibits "A," Preliminary and Final Design Services Scope of Work and "A-1," Final Design Services – Scope of Work and "A-2," Construction Management Services Scope of Work and attached hereto and incorporated by this references ("Services"), in a manner consistent with the accepted practices for other similar services, and when and as specified by the City's representative.

2. Section 2 of the Agreement, TERM, is hereby amended to read as follows:

The term of this Agreement shall commence upon the effective date of this Agreement and shall continue until the completion of the Services, but in any event no later than ~~December 31, 2018 2019 2021~~ June 30, 2022 ("Term"). This Agreement may be extended for additional periods of time upon the mutual written agreement of the City and the Contractor.

3. Subsection 4.A of the Agreement, TOTAL COMPENSATION, is hereby amended to read as follows:

A. **Total Compensation.** In consideration of the Contractor performing the Phase I Services, the City agrees to pay the Contractor an amount not to exceed Ninety-nine Thousand, Eight Hundred Ninety and No/100 dollars (\$99,890) calculated on the basis of the hourly labor charge rate schedule for Contractor's personnel and reimbursable expenses, attached hereto as Exhibit "B", Estimated Fee. In consideration of the Contractor performing the Phase II Services. the City agrees to pay the Contractor an amount not to exceed Seven Hundred Seven Thousand, Seven Hundred Eighteen and No/100 dollars (\$707,718) calculated on the basis of the hourly labor charge rate schedule for Contractor's personnel and reimbursable expenses, attached hereto as Exhibit "B-1," Fee Summary. In consideration of the Contractor performing Construction Management Services, the City agrees to pay the Contractor an amount not to exceed Four Hundred Seventy Two Thousand Six Hundred Eleven and 50/100 dollars (\$472,611.50) calculated on the basis of the hourly labor charge rate schedule for Contractor's personnel and reimbursable expenses, attached hereto as "Exhibit "A-2", Estimated Fee.

4. All remaining provisions of the Professional Services Agreement for Civil Engineering and Streetscape Design Services dated April 10, 2017, Amendment 1, dated May 22, 2018, Amendment 2, dated December 18, 2019, and not here amended or supplemented shall remain as written in said Agreement and shall continue in full force and effect.

IN WITNESS WHEREOF, the City and the Contractor have executed this **Amendment No. 3** of the Agreement as of the date and year written above.

CITY OF OLYMPIA

By: _____
Steven J. Burney
City Manager
P.O. Box 1967
Olympia WA 98507-1967
Date of Signature: _____

APPROVED AS TO FORM:

Mark Barber
City Attorney

KPG, P.S.

I certify that I am authorized to execute this contract on behalf of the Contractor.

By:  _____
Terry Wright, Principal
2502 Jefferson Avenue
Tacoma, WA 98402
Main: 253-627-0720
Fax: 253-672-4144
Terry@kpg.com
Date of Signature: 02/11/2021

Construction Management Services
Scope of Work
January 2021
City of Olympia
Franklin Street SE Improvements
Project No. 1463G

This work will provide construction management services for the construction contract to complete the City of Olympia (City) Franklin Street SE Improvements project. This project provides for improvements to Franklin Street SE from Legion Way SE to State Avenue, including reconstruction of Franklin Street from 5th Avenue to State Avenue with cement concrete roadway and new cement concrete sidewalks, new traffic signals at the intersection of 5th and Franklin and 4th and Franklin, signal modification at State Avenue, new 12" DI water main from Legion Way to 4th Avenue, new roadway illumination, stormwater upgrades between 5th Avenue and State Avenue, HMA overlay from Legion Way SE to 5th Avenue, roadway channelization, landscape plantings and urban design elements such as inlaid pavers, and other work, all in accordance with the Contract Documents.

A detailed scope for the Contract follows:

I. INTRODUCTION

The following scope of services and associated costs are based upon the assumptions outlined below.

General Assumptions:

- The level of service and fee is based on project duration of 11 months, or **225 working days** with 10 days prior to construction and 30 days for closeout for a total of 265 working days.
- The **proposed project team** will include part-time **City** project manager, part-time KPG resident engineer (4 hours a day), 1/4-time KPG documentation control specialist (2 hours a day), 1/4 -time design team designer for specialty item submittal reviews, and a full-time full time City inspector. Consultant will provide on-site archeologist (as needed during excavation) and day-to-day public outreach.. City will provide services for materials testing.
- KPG will utilize the Record of Materials (ROM) developed by the City. This scope of services provides the management of the ROM and scheduling of required materials testing respectively.

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- City will review and execute the insurance, bonds, and the Construction Contract.
- KPG will coordinate with WSDOT during audits or traffic control operations related to project impacts and help the City to complete any other required correspondence with outside agencies.
- KPG's public outreach sub-consultant will work with the City's Contractor to conduct all community outreach in relation to phasing and direct impacts due to construction. The City's Contractor shall be responsible for the communication to the community outreach sub-consultant on schedule and work activities.
- KPG design engineers will be available during construction to answer questions and review RAM's, shop drawings, and answer RFI's.
- Services will be performed in accordance with the Contract plans & special provisions, and City engineering standards.
- The Franchise Utilities will provide field inspection for all work surrounding the construction or relocation of their utility systems if necessary.
- Coordination of construction with franchise utilities, if any, will be provided by KPG.
- Field Office: The or Contractor City will provide a field office and meeting space (ability to seat 10 people) or Zoom meeting room for all Weekly Construction Meetings.

II. SCOPE OF WORK

The objective and purpose of this Construction Management Services Agreement is for the Consultant to successfully deliver the construction of the Project to the City by ensuring that the improvements are constructed in accordance with the approved Plans and Specifications, as may be amended or revised, that all of the required Project documentation is accounted for, and ultimately that the City of Olympia receives a successful project.

TASK 1 – MANAGEMENT / COORDINATION /ADMINISTRATION

Provide overall project management, coordination with the City, monthly progress reports, and invoicing. This effort will include the following elements.

- 1.1 Organize and layout work for project staff. Prepare project instructions on contract administration procedures to be used during construction.
- 1.2 Review monthly expenditures and CM team scope activities. Prepare and submit monthly project progress invoices describing CM services provided each month. Prepare and submit reporting required by funding source(s), if any.

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Deliverables:

- Monthly invoices and progress reports

TASK 2 – PRECONSTRUCTION SERVICES

2.1 Preconstruction Conference: The City will prepare a draft agenda and the Consultant will review and comment for City consideration, Consultant will distribute notices of, and conduct a preconstruction conference in the City's offices, or via a web meeting. The Consultant's resident engineer, and document control specialist will attend the preconstruction conference. Pertinent City staff and private utilities will also be present at this meeting. The Consultant will prepare a written record of the meeting and distribute copies of the minutes to all attendees and affected agencies, staff, etc.

At the Pre-construction conference, the Consultant shall facilitate discussions with the Contractor concerning the plans, specifications, schedules, pay estimate timelines and cutoff dates, issues with utilities, any unusual conditions, State and local requirements and any other items that will result in better project understanding among the parties involved.

KPG will assist the City in review of the bidders Supplemental Bidders Qualifications.

Deliverables:

- Preconstruction conference agenda with meeting minutes

TASK 3 – CONSTRUCTION SERVICES - FIELD (Provided by City)

The following scope of work will be completed by the City and no budget has been included within the estimated budget.

3.1 Construction Observation: The Consultant will provide up to one (1) inspector during construction activities and other tasks necessary to monitor the progress of the work. The Inspectors will ensure that the daily inspection reports and working days reporting are completed in a timely manner and contain sufficient information to assess whether the Work is being conducted in compliance with the Contract Documents.

The Inspector may perform the following duties as a matter of his/her daily activities:

- i. Observe technical conduct of the construction, including providing day-to-day contact with construction contractor, City, utilities, and other stakeholders, and monitor for adherence to the Contract Documents. The Consultant's personnel will act in accordance with Sections 1-05.1 and 1-05.2 of the Standard Specifications.
- ii. Observe material, workmanship, and construction areas for compliance with the Contract Documents and applicable codes, and notify construction contractor of noncompliance. Advise the City of any non-conforming work observed.
- iii. Document all material delivered to the job site in accordance with the Contract Documents.

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- iv. Prepare daily inspection reports, recording the construction contractor's operations as actually observed by the Consultant; includes quantities of work placed that day, contractor's equipment and crews, and other pertinent information.
- v. Interpret Contract Documents in coordination with the City, Contractor, and KPG.
- vi. Resolve questions which may arise as to the quality and acceptability of material furnished, work performed, and rate of progress of work performed by the construction contractor.
- vii. Establish communications with adjacent property owners. Respond to questions from property owners and the general public in regards to immediate construction activities (coordination for larger schedule impacts, construction phasing, and planned detours will be with the PR Subconsultant for outreach).
- viii. Coordinate with permit holders on the Project to monitor compliance with approved permits, if applicable. This effort including coordinating with WSDOT regarding the General Permit conditions, if necessary.
- ix. Prepare field records and documents to ensure the Project is administered in accordance with the funding requirements.
- x. Collect and calculate delivery tickets and scaleman's daily reports of aggregate.
- xi. Attend and actively participate in regular on-site weekly construction meetings.
- xii. Take digital photographs during the course of construction, and record locations.
- xiii. Punch list. Upon substantial completion of work, coordinate with the Client and affected agencies, to prepare a 'punch list' of items to be completed or corrected. Coordinate final inspection with those agencies.

Assumptions:

- Consultant will provide observation services for the days/hours that the contractor's personnel are on-site.
- Assumption is Client's Contractor shall work normal 40 hour work weeks. For this project the "normal" work week may occur at night. KPG does not differentiate day shift from night shift. However, if the City's Contractor works a double shift (both day and night) within a single 24 hour period this will constitute two working days. KPG's hours for inspection are based on one shift for number of working days allowed per Contract.
- The Consultant's monitoring of the construction contractor's activities is to ascertain whether or not they are performing the work in accordance with the Contract Documents; in case of noncompliance, Consultant will reject non-conforming work, and pursue the other remedies in the interests of the client, as detailed in the Contract Documents.

3.2 Material Testing – Coordination & Tracking: Coordinate with the Contractor and the material testing firm to schedule testing of materials in the field meet specifications. See Additional Services, 7.1 below for actual material testing firm.

3.3 Substantial Completion: Upon substantial completion of work, coordinate with the City and other affected agencies, to perform a project inspection and develop a comprehensive

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list of deficiencies or 'punchlist' of items to be completed. A punchlist and Certificate of Substantial Completion will be prepared by the Consultant and issued by the City.

Deliverables:

- Daily Construction Reports with project photos
- Punch List, Certificate of Substantial Completion
- Review test reports for compliance

TASK 4 – CONSTRUCTION SERVICES – OFFICE

4.1 Document Control. Original documentation will be housed at the City's office, and filed in accordance with standard filing protocol. A copy of working files will be maintained in the field office. Document Control will consist of the following:

- Final Estimate (Approving Authority File) - City
- Comparison of Preliminary and Final Quantities (Approving Authority File) - City
- Final Records as identified in WSDOT LAG (Approving Authority File) - City
- Record of Material Samples and Tests - City
- Materials Certification - City
- Affidavit of Wages Paid – This task will be monitored by City as needed
- Release for the Protection of Property Owners and General Contractor
- UDBE Documentation – NOT APPLICABLE.
- Certified Payroll (see 4.10 below). – This task will be monitored by City as needed

4.2 Project Coordination: Liaison with City, construction Contractor, engineer, utilities and property owners as needed on a regular basis to discuss project issues and status.

4.3 Plan Interpretations: KPG Provide technical interpretations of the drawings, specifications, and Contract Documents, and evaluate requested deviations from the approved design or specifications. Coordinate with City for resolution of issues involving scope, schedule, and/or budget changes.

4.4 Weekly Meetings: City will Lead weekly meetings, including preparation of agenda, meeting minutes, and distribution of minutes to attendees. KPG will assist with outstanding issues to be tracked on a weekly basis. Weekly Statement of Working Days will be reviewed/accepted by Contractor during the Weekly Meeting.

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- 4.5 Initial Schedule Review:** KPG will perform detailed schedule review of Contractor provided CPM for conformance with the Contract Documents and provide comments to City PM for final determination.
- 4.6 Lump Sum Breakdown:** KPG will evaluate construction Contractors' Schedule of Values for lump sum items. Review the Contract Price allocations and verify that such allocations are made in accordance with the requirements of the Contract Documents.
- 4.7 Monthly Pay Requests:** City will prepare monthly requests for payment, review with KPG, Contractor and approve as permitted. Utilize City-provided format for pay estimates, or Consultant format. 4-hours per progress payment will be included in the budget for KPG to assist the City with progress payments
- 4.8 Monthly Schedule Review:** At the monthly cutoff, KPG will review Contractor's updated schedule and compare with field-observed progress, as described in Section 1-08 of the Special Provisions. In addition, perform schedule analysis on Contractor-provided CPM updates and review schedule for delays and impacts. Coordinate with Contractor in the development of recovery schedules, as needed, to address delays caused by either events or issues within the Contractor's control or other events or issues beyond the Contractor's control.
- 4.9 Certified Payroll:** The City will Process and check the Contractor and Subcontractor's certified payroll per State Prevailing Wage Requirements. KPG will review the 1st Certified payroll for the Prime and each subcontractor, these labor rates along with intent to Pay Prevailing Wages will be the bases of labor rates used in Force Account Work.
- 4.10 Weekly Statement of Working Days:** City will prepare and issue weekly statement of working day report each week, based on inspectors IDR's.
- 4.11 WSDOT & FHWA Reporting: NOT APPLICABLE FOR THIS PROJECT.** Prepare and track all necessary reports per WSDOT Highways & Local Program Requirements. This will include UDBE condition of award tracking throughout the project, UDBE Reporting, EEO reporting, Training Goal tracking via certified payroll, UDBE on site reviews, and Training Questionnaires. Periodically meet with WSDOT Highways and Local Programs staff as requested to review project status.
- 4.12 Subcontractor Documentation:** City will process / approve all required subcontractor documentation. Request to Sublets will be verified and logged. This includes checking System Award Management System (SAMS), verifying business licensing, reviewing insurance documentation, verifying city business licensing, Intent to Pay Prevailing Wage and Affidavit of Wages Paid. All subcontractor documentation will be logged and shared with KPG to verify contractors on site.
- 4.13 Cost Projections:** KPG will prepare up to two cost projections for the project. Projections to be based on the current amount paid to date, pending change orders, quantity projections, and other information. A verbal memo to file at substantial completion will be written outlining all of the over/under-run.

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- 4.14 Record Drawings:** Review record drawings prepared by the Contractor, and prepare a conformed set of project record drawings based on Contractor provided information and from inspection notes. Record drawings to be verified on a monthly basis, as part of the progress payment to the Contractor. Upon project completion, Contractor-provided markups will be verified for completeness and supplemented with inspection information. The Consultant will provide the marked-up plan sheets with both the Contractor's and inspectors as-built information. Revisions to the CAD drawings are not included.
- 4.15 Audit Oversight: NOT APPLICABLE FOR THIS PROJECT.**
- 4.16 Physical Completion Letter:** Following completion of all punchlist work, City will prepare physical completion letter to the Contractor, and recommend that City and/or Utilities accept the project.
- 4.17 Project Closeout:** Transfer all project documents to the City for permanent storage.
- Schedule review comments
 - As-built schedule
 - Meeting agendas and notes
 - Monthly Pay Estimates
 - Subcontractor Packets – City
 - Cost Projection
 - Physical Completion Letter
 - Final Project Documents – WSDOT reporting in section 4.11 and Audit Oversight section 4.15 as shown above not anticipated.

TASK 5 – SUBMITTAL/RFI PROCESSING

- 5.1 Submittals:** KPG will coordinate review process for shop drawings, samples, traffic control plans, test reports, and other submittals from the Contractor for compliance with the contract documents. Key submittals to be transmitted to the City for their review and approval. Submittals shall be logged and tracked in eBuilder.
- 5.2 Request for Information (RFI):** KPG will review and respond to RFI's. RFI's shall be logged and tracked By KPG.
- 5.3 Record of Materials (ROM):** Utilize ROM prepared by City which is based on Special Provisions and Plans for use on the project, based on the contract specifications. KPG will review the Draft ROM prepared by the City. The approved ROM will be maintained by KPG. The ROM will track all of the materials delivered to the site including manufacturer/supplier, approved RAM's, QPL items, material compliance documentation, and all other required documentation.

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Deliverables:

- Submittal log
- RFI Log
- Completed Record of Material.

Assumptions:

- It is assumed that materials will **not** require fabrication inspection by WSDOT staff per WSDOT LAG 52.3.32. Materials that fall within this category include: Signal and Illumination poles, structural precast concrete items, and signs. City and KPG staff will review submittals and base inspection requirements on standard practices.

TASK 6 – CHANGE MANAGEMENT

- 6.1 Case Log:** KPG will develop and maintain a case log which includes change orders, RFP's and Field Work Directives.
- 6.2 Change Orders:** City will develop change orders. KPG will provide technical assistance to negotiate change orders, and assist in resolution of disputes which may occur during the course of the project. Each change order will be executed in general accordance with City requirements or WSDOT Standard Specifications and contain the following:
- Change order
 - Contractor's Pricing
 - Verbal Approval Memo
 - Back up documentation, including independent cost estimate and time impact analysis.
- 6.3 Field Work Directives:** City will prepare field work directives as necessary to keep the Contractor on schedule.
- 6.4 Minor Change Orders:** City develop minor change orders in general accordance with WSDOT Standard Specifications. Each minor change order will be executed and contain the following:
- Verbal Approval Memo
 - Back up documentation, including independent cost estimate and time impact analysis
 - KPG will review Minor Changes as requested by City.

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6.5 Force Account: KPG will prepare force account tracking sheets and logs. All force account calculations will be verified by the engineer and double checked by the documentation specialist.

Deliverables:

- Change Order(s)
- Case Management Log
- Minor Change Order(s)
- Force Account Records

TASK 7 – ADDITIONAL SERVICES

7.1 Material Testing: Under a separate agreement the City provide material testing in the field to ensure City's contractor adheres to Contract requirements and specifications.

7.2 Public Outreach: Consultant shall hire a lower tier sub-consultant to provide public outreach.

7.3 Management Reserve: A total of \$25,000.00 has been included in the cost for services as a placeholder and serves as the Management Reserve for the Project. At the time these services are required, the Consultant shall provide a detailed scope of work and an estimate of costs. The Consultant shall not proceed with the work until the City has authorized the work and issued a notice to proceed. (*Management Reserve if Applicable*)

Additional services requested by the City will be performed only when authorized by the City. Authorization to perform additional services will be in writing, specifying the work to be performed, and basis of payment. Items such as Community Outreach (except as completed on a day to day resident engineer as described in task 3.1 – vii), Public Meetings, Ribbon Cutting Ceremony, claims analysis, surveying, services during shutdown periods of non-working days, and services for extended working days are examples of possible additional services. This fee is based on 2 weeks prior to construction, a 225 working day contract, and 4.5 weeks for closeout, 8 hour days, additional extension of days will be approximately \$2,000.00 per day.

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PRIME CONSULTANT COST COMPUTATIONS

Client: City of Olympia

Project: Franklin Street SE Improvements Project

KPG PROJECT NUMBER: 17019

225 working days + 10 days startup and 30 days closeout = 265 working days

Reviewed by:

Date:

DATE: 1/20/2021

| Task No. | Task Description | Labor Hour Estimate | | | | | | | | | | Total Hours and Labor Fee Estimate by Task | |
|---|--|---------------------|----------------------|--------------------|------------------|-----------------|-----------------------------|-------------------|------------------------|---------------------------|--------------------------|--|----------------------|
| | | Principal | Construction Manager | Engineer of Record | Project Engineer | Design Engineer | Project Landscape Architect | Resident Engineer | Document Control Admin | Construction Observer III | Construction Observer II | | |
| | | Terry | Kelly | Sessyle | | | | Matt N | Keelie | | | Suzy | Hours |
| Task 1 - MANAGEMENT / COORDINATION /ADMINISTRATION | | | | | | | | | | | | | |
| 1.1 | Project Management and Administrative Services | 8 | 16 | 24 | | | | | | | | 48 | \$ 10,192.00 |
| 1.2 | Prepare, review and submit monthly expenditures | | 16 | 8 | | | | | | | 24 | 48 | \$ 7,032.00 |
| | Task Total | 8 | 32 | 32 | 0 | 0 | 0 | 0 | 0 | 0 | 24 | 96 | \$ 17,224.00 |
| Task 2 - Preconstruction Services | | | | | | | | | | | | | |
| 2.1 | PreCon Photos | | | | | | | | | | | 0 | \$ - |
| 2.2 | Review plans and Specs | | | | | | 16 | 4 | | | | 20 | \$ 2,304.00 |
| 2.3 | Prepare Hard and Electronic Files | | | | | | | 24 | | | | 24 | \$ 1,824.00 |
| 2.4 | Review ROM, prepared by City | | | | | | 4 | 2 | | | | 6 | \$ 652.00 |
| 2.5 | Review PreCon Agenda-City to prepare | | | 4 | | | 2 | | | | | 6 | \$ 1,154.00 |
| 2.6 | Prepare Templalates | | | | | | | 12 | | | | 12 | \$ 912.00 |
| 2.7 | Utility Coordination | | | | | | 16 | | | | | 16 | \$ 2,000.00 |
| 2.8 | Review Apparent Low Bides Supplemental Bidders Info | 2 | | 6 | | | | 4 | | | | 12 | \$ 2,164.00 |
| | Task Total | 2 | 0 | 10 | 0 | 0 | 38 | 46 | 0 | 0 | 0 | 96 | \$ 11,010.00 |
| Task3 - Construction Services - Field (by City) | | | | | | | | | | | | | |
| 3.1 | Construction Observation -March to 3rd week of June | | | | | | | | | | | 0 | \$ - |
| 3.2 | Materials Testing - Coordination & Tracking Only | | | | | | | | | | | 0 | \$ - |
| 3.3 | Substantial Completion | | | | | | | | | | | 0 | \$ - |
| | Task Total | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | \$ - |
| Task 4 - Construction Services - Office | | | | | | | | | | | | | |
| 4.1 | Document Control | | | | | | 140 | 146 | | | | 286 | \$ 28,596.00 |
| 4.2 | Project Coordination | | | | 40 | | 250 | | | | | 290 | \$ 36,850.00 |
| 4.3 | Plan Interpretations | | | 24 | | | 60 | | | | | 84 | \$ 12,924.00 |
| 4.4 | Weekly Meetings- City to lead- KPG to attend | | | 24 | | | 90 | | | | | 114 | \$ 16,674.00 |
| 4.5 | Initial Scheudle Review | | | | | | 4 | | | | | 4 | \$ 500.00 |
| 4.6 | Lump Sum Brekardown | | | | | | 8 | | | | | 8 | \$ 1,000.00 |
| 4.7 | Monthly Pay Requests - City to prepare-KPG to review | | | | | | 24 | | | | | 24 | \$ 3,000.00 |
| 4.8 | Monthly Schedule Review | | | | | | 24 | | | | | 24 | \$ 3,000.00 |
| 4.9 | Certified Payroll | | | | | | | | | | | 0 | \$ - |
| 4.10 | Weekly Statement of Working Days - City to prepare | | | | | | | | | | | 0 | \$ - |
| 4.11 | WSDOT & FHWA Reporting | | | | | | | | | | | 0 | \$ - |
| 4.12 | SubContractor Documentation- City to process & approve | | | | | | | | | | | 0 | \$ - |
| 4.13 | Cost Projections | | | | | | 16 | | | | | 16 | \$ 2,000.00 |
| 4.14 | Record Drawings - 2 hours per month | | | | | | 26.5 | | | | | 26.5 | \$ 3,312.50 |
| 4.15 | Audit Oversight | | | | | | | | | | | 0 | \$ - |
| 4.16 | Physical Completion Letter - City to provide | | | | | | 24 | | | | | 24 | \$ 3,000.00 |
| 4.17 | Project Closeout - City to provide | | | | | | | | | | | 0 | \$ - |
| | Task Total | 0 | 0 | 48 | 40 | 0 | 666.5 | 146 | 0 | 0 | 0 | 900.5 | \$ 110,856.50 |

| Task 5 - Submittal/RFI Processing | | | | | | | | | | | | | | |
|---|--|--------------|--------------|---------------|---------------|---------------|---------------|----------------|---------------|----------|----------|--------------|------------------------------------|----------------------|
| 5.1 | Submittals | | | 8 | 40 | 96 | 160 | 80 | 80 | | | | 464 | \$ 55,424.00 |
| 5.2 | Request For Information (RFI) | | | 32 | 40 | 80 | 80 | 40 | | | | | 272 | \$ 37,512.00 |
| 5.3 | Record of Materials (ROM) | | | | | | | 40 | 80 | | | | 120 | \$ 11,080.00 |
| Task Total | | 0 | 0 | 40 | 80 | 176 | 240 | 160 | 160 | 0 | 0 | 0 | 856 | \$ 104,016.00 |
| Task 6 - Change Management | | | | | | | | | | | | | | |
| 6.1 | Case Log | | | | | | | 24 | 40 | | | | 64 | \$ 6,040.00 |
| 6.2 | Change Orders - City to provide- KPG to review | | | 32 | 24 | 16 | | 40 | 20 | | | | 132 | \$ 18,968.00 |
| 6.3 | Field Work Directives (FWD) | | | | | | | 40 | 32 | | | | 72 | \$ 7,432.00 |
| 6.4 | Minor Change Orders - City to provide- KPG to review | | | | | | | 20 | 10 | | | | 30 | \$ 3,260.00 |
| 6.5 | Force Account | | | | | | | 40 | 80 | | | | 120 | \$ 11,080.00 |
| Task Total | | 0 | 0 | 32 | 24 | 16 | 0 | 164 | 182 | 0 | 0 | 0 | 418 | \$ 46,780.00 |
| Task 7 - Additional Services | | | | | | | | | | | | | | |
| 7.3 | Management Reserve | | | | | | | | | | | | 0 | \$ 25,000.00 |
| Task Total | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | \$ 25,000.00 |
| Total Labor Hours | | 10 | 32 | 162 | 144 | 192 | 240 | 1028.5 | 534 | 0 | 0 | 24 | | |
| Total Labor Fee | | 2,520 | 5,504 | 36,612 | 20,160 | 22,272 | 31,200 | 128,563 | 40,584 | 0 | 0 | 2,472 | 2,367 | \$ 314,886.50 |
| Subconsultants | | | | | | | | | | | | | | |
| 7.1 | Materials Testing - City Provided | | | | | | | | | | | | | \$ 112,725.00 |
| 7.2 | Public Outreach - Stepherson & Associates | | | | | | | | | | | | | \$ 37,500.00 |
| | Archeologist - AquaTerra Cultural Resources | | | | | | | | | | | | | \$ 37,500.00 |
| | | | | | | | | | | | | | Total Subconsultant Expense | \$ 150,225.00 |
| Reimbursable Direct Non-Salary Costs | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | Mileage at current IRS rate | \$ 6,000.00 |
| | | | | | | | | | | | | | Office Supply Allowance | \$ 1,500.00 |
| | | | | | | | | | | | | | Total Reimbursable Expense | \$ 7,500.00 |
| | | | | | | | | | | | | | Total Estimated Budget | \$ 472,611.50 |