

**RESOLUTION NO. 1862**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST PARK, WASHINGTON, AUTHORIZING THE MAYOR TO SIGN A PROFESSIONAL SERVICES CONTRACT AGREEMENT WITH CONSOR NORTH AMERICA, INC. FOR ON-CALL PROFESSIONAL SERVICES.**

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**WHEREAS**, the City's Department of Public Works routinely requires professional engineering and related professional services support to address modest-scale tasks such as the design of spot repairs to public assets, preparation of applications for permits and grant funding, limited study of public utility and other systems' performance and policies, and similar tasks; and

**WHEREAS**, a single, broadly-scoped on-call contract through which limited amounts of work would be authorized through work assignments will enable City staff to more efficiently contract for these services than establishing separate professional services contracts for each work assignment; and

**WHEREAS**, City staff have reviewed statements of qualifications included in the MRSC consultant rosters for the types of professional service required, and have determined that the Consultant Consor North America, Inc. and the subconsultants listed in Attachment 1 herein are best qualified to provide these services to the City; and

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Lake Forest Park, as follows:

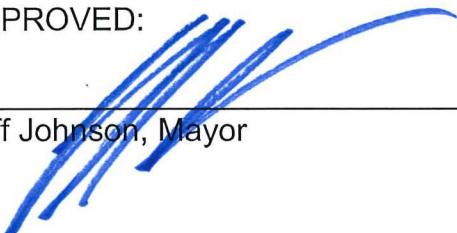
Section 1. AUTHORIZATION TO EXECUTE AGREEMENT. The City Council of the City of Lake Forest Park authorizes the Mayor to sign the agreement with Consor North America, Inc. included herewith as Attachment 1.

Section 2. CORRECTIONS. The City Clerk is authorized to make necessary corrections to this resolution including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers, and any references thereto.

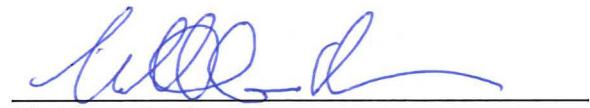
**PASSED BY A MAJORITY VOTE** of the members of the Lake Forest Park City Council this 8th day of December, 2022.

APPROVED:

Jeff Johnson, Mayor



ATTEST/AUTHENTICATED:



Matthew McLean  
City Clerk

FILED WITH THE CITY CLERK: December 2, 2022  
PASSED BY THE CITY COUNCIL: December 8, 2022  
RESOLUTION NO.: 1862

**CITY OF LAKE FOREST PARK  
PROFESSIONAL SERVICES AGREEMENT  
Agreement Title: On-Call Professional Services**

**THIS AGREEMENT** made and entered into by and between the **CITY OF LAKE FOREST PARK**, a Washington municipal corporation (the "City"), and **Consor North America, Inc.** (the "Consultant"), is dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

Consultant Business: Consor North America, Inc.  
Consultant Address: 600 University Street Suite #300. Seattle, WA 98101  
Consultant Phone: (206) 462-7030  
Consultant Fax: N/A  
Contact Name: Brent Robinson  
Consultant e-mail: Brent.Robinson@consoreng.com  
Federal Employee ID No.: 93-0768555  
Authorized City Representative for Andrew Silvia  
this contract:

**WHEREAS**, the City's Department of Public Works requires professional engineering and related professional services support to address a variety of routine tasks of modest scale and complexity such as design of spot repairs to public assets, preparation of applications for permits and grant funding, limited study of public utility and other systems' performance and policies, and similar tasks; and

**WHEREAS**, a single, broadly-scoped on-call contract through which limited amounts of work would be authorized through work assignments will enable City staff to more efficiently contract for these services than establishing separate professional services contracts for each work assignment; and

**WHEREAS**, City staff have reviewed statements of qualifications included in the MRSC consultant rosters for the types of professional service required, and have determined that the Consultant and the subconsultants listed herein are best qualified to provide these services to the City;

**NOW, THEREFORE**, the parties herein do mutually agree as follows:

**1. Employment of Consultant.** The City retains the Consultant to provide the services described in Exhibit A incorporated herein, for the On-Call Professional Services ("collectively "Scope of Work" or the "Work"). Any inconsistency between this Agreement and the Scope of Work shall be resolved in favor of this Agreement. The Consultant shall perform the Work according to the terms and conditions of this Agreement.

The City may revise the Work and the compensation only by a written Change Order signed by the authorized representatives of the parties that shall become a part of this Agreement.

The project manager(s) of the Work shall be Brent Robinson. Additional key staff the Consultant has assigned to perform the Work are listed in Appendix D. Neither the project

manager(s) nor other key staff listed in Appendix D shall be replaced without the prior written consent of the City.

Exhibit A Work shall commence when the City issues a notice to proceed and it shall be completed no later than December 31, 2024 unless the completion date is extended in writing by the City. Notwithstanding the foregoing, Consultant shall not be responsible for any delay or failure to meet deliverable deadlines if such delay or failure was caused in whole or in part by a delay or failure of the City.

## **2. Compensation.**

A. The total compensation to be paid to Consultant for the Work in Exhibit A, including all services and expenses, shall not exceed two hundred and fifty-thousand Dollars (\$250,000.00). Consultant shall be paid in such incremental amounts as are authorized by executed Work Assignment Authorizations, the form of which attached as Exhibit B, which shall be full compensation for the Exhibit A Work. Consultant shall invoice the City monthly on the basis of the portion of the Work completed each month by the Consultant and sub-consultants.

B. Consultant shall be paid in such amounts and in such manner as described in Exhibits A, B and C. Exhibit C includes the current rates for Consultant and Subconsultant. These rates shall not increase by more than 10.3% prior to the contract completion date.

C. Consultant shall be reimbursed for Eligible Expenses actually incurred that are approved for reimbursement by the City in writing before the expense is incurred. If overnight lodging is authorized, Consultant shall lodge within the corporate limits of City.

## **3. Request for Payment.**

A. Not more than once every thirty days the Consultant shall send electronically to the City's Accounting Supervisor, [ap@ci.lake-forest-park.wa.us](mailto:ap@ci.lake-forest-park.wa.us) its request for payment of Exhibit A Work, accompanied by evidence satisfactory to the City justifying the request for payment, including a report of Work accomplished and tasks completed, and an itemization of Eligible Expenses with copies of receipts and invoices.

**4. Work Product.** The Consultant shall submit all reports and other documents specified in Exhibits A and B according to the schedule established in Exhibits A and B. If, after review by the City, the information is found to be unacceptable, Consultant, at its expense, shall expeditiously correct such unacceptable work. If Consultant fails to correct unacceptable work, the City may withhold from any payment due an amount that the City reasonably believes will equal the cost of correcting the work.

All reports, drawings, plans, specifications, and intangible property created in furtherance of the Work, and any intellectual property in such documents, are property of the City and may be used by the City for any purpose; provided that re-use without Consultant's permission shall be at the City's sole risk.

**5. Termination of Contract.** City may terminate this Agreement by sending a written notice of termination to Consultant ("Notice") that specifies a termination date ("Termination Date") at least fourteen (14) days after the date of the Notice. Upon receipt of the Notice, the Consultant shall acknowledge receipt to the City in writing and immediately commence to end the Work in a reasonable and orderly manner. Unless terminated for Consultant's material breach, the Consultant shall be paid or reimbursed for all hours worked and Eligible Expenses incurred up to the Termination date, less all payments previously made; provided that work performed after date of the Notice is reasonably necessary to terminate the Work in an orderly

manner. The Notice may be sent by any method reasonably believed to provide Consultant actual notice in a timely manner.

**6. Assignment of Contract – Subcontractors.** Consultant shall not assign this contract or sub-contract or assign any of the Work without the prior written consent of the City.

**7. Indemnification.** To the extent provided by law and irrespective of any insurance required of the Consultant, the Consultant shall defend and indemnify the City from any and all Claims arising out of or in any way relating the Consultant's professional negligence or willful misconduct in the performance of this Agreement; provided, however, the requirements of this paragraph shall not apply to that portion of such Claim that reflects the percentage of negligence of the City compared to the total negligence of all persons, firms or corporations that resulted in the Claim.

Consultant agrees that the provisions of this paragraph 7 apply to any claim of injury or damage to the persons or property of consultant's employees. As to such claims and with respect to the City only, consultant waives any right of immunity, which it may have under industrial insurance (Title 51 RCW and any amendment thereof or substitution therefore). THIS WAIVER IS SPECIFICALLY NEGOTIATED BY THE PARTIES AND IS SOLELY FOR THE BENEFIT OF THE CITY AND CONSULTANT.

As used in this paragraph: (1) "City" includes the City's officers, employees, agents, and representatives; (2) "Consultant" includes employees, agents, representatives sub-consultants; and (3) "Claims" include, but is not limited to, any and all losses, claims, causes of action, demands, expenses, attorney's fees and litigation expenses, suits, judgments, or damage arising from injury to persons or property.

Consultant shall ensure that each sub-consultant shall agree to defend and indemnify the City to the extent and on the same terms and conditions as the Consultant pursuant to this paragraph.

**8. Insurance.**

A. Consultant shall comply with the following conditions and procure and keep in force at all times during the term of this Agreement, at Consultant's expense, the following policies of insurance with companies authorized to do business in the State of Washington. The Consultant's insurance shall be rated by A. M. Best Company at least "A" or better with a numerical rating of no less than seven (7) and otherwise acceptable to the City.

1. Workers' Compensation Insurance as required by Washington law and Employer's Liability Insurance with limits not less than \$1,000,000 per occurrence. If the City authorizes sublet work, the Consultant shall require each sub-consultant to provide Workers' Compensation Insurance for its employees, unless the Consultant covers such employees.

2. Commercial General Liability Insurance on an occurrence basis in an amount not less than \$1,000,000 per occurrence and at least \$2,000,000 in the annual aggregate, including but not limited to: premises/operations (including off-site operations), blanket contractual liability and broad form property damage.

3. Business Automobile Liability Insurance in an amount not less than \$1,000,000 per occurrence, extending to any automobile. A statement certifying that no vehicle will be used in accomplishing this Agreement may be substituted for this insurance requirement.

4. Professional Errors and Omissions Insurance in an amount not less than \$1,000,000 per occurrence and \$1,000,000 in the annual aggregate. Coverage may be written on a claims made basis; provided that the retroactive date on the policy or any renewal policy shall be the effective date of this Agreement or prior, and that the extended reporting or discovery period shall not be less than 36 months following expiration of the policy. The City may waive the requirement for Professional Errors and Omissions Insurance whenever the Work does not warrant such coverage or the coverage is not available.

5. Each policy shall contain a provision that the policy shall not be canceled or materially changed without 30 days prior written notice to the City.

Upon written request to the City, the insurer will furnish, before or during performance of any Work, a copy of any policy cited above, certified to be a true and complete copy of the original.

B. Before the Consultant performs any Work, Consultant shall provide the City with a Certificate of Insurance acceptable to the City Attorney evidencing the above-required insurance and naming the City of Lake Forest Park, its officers, employees and agents as Additional Insured on the Commercial General Liability Insurance policy and the Business Automobile Liability Insurance policy with respect to the operations performed and services provided under this Agreement and that such insurance shall apply as primary insurance on behalf of such Additional Insured. Receipt by the City of any certificate showing less coverage than required is not a waiver of the Consultant's obligations to fulfill the requirements.

C. Consultant shall comply with the provisions of Title 51 of the Revised Code of Washington before commencing the performance of the Work. Consultant shall provide the City with evidence of Workers' Compensation Insurance (or evidence of qualified self-insurance) before any Work is commenced.

D. In case of the breach of any provision of this section, the City may provide and maintain at the expense of Consultant insurance in the name of the Consultant and deduct the cost of providing and maintaining such insurance from any sums due to Consultant under this Agreement, or the City may demand Consultant to promptly reimburse the City for such cost.

**9. Independent Contractor.** The Consultant is an independent Contractor responsible for complying with all obligations of an employer imposed under federal or state law. Personnel employed by Consultant shall not acquire any rights or status regarding the City.

**10. Employment.** The Consultant warrants that it did not employ or retain any company or person, other than a bona fide employee working solely for the Consultant, to solicit or secure this Agreement or pay or agree to pay any such company or person any consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, the City shall have the right either to terminate this Agreement without liability or to deduct from the Agreement price or consideration or to otherwise recover, the full amount of such consideration.

**11. Audits and Inspections.** The Consultant shall make available to the City during normal business hours and as the City deems necessary for audit and copying all of the Consultant's records and documents with respect to all matters covered by this Agreement.

**12. City of Lake Forest Park Business License.** Consultant shall obtain a City of Lake Forest Park business license before performing any Work.

**13. Compliance with Federal, State and Local Laws.** Consultant shall comply with and obey all federal, state and local laws, regulations, and ordinances applicable to the operation of its business and to its performance of the Work.

**14. Waiver.** Any waiver by the Consultant or the City of the breach of any provision of this Agreement by the other party will not operate, or be construed, as a waiver of any subsequent breach by either party or prevent either party from thereafter enforcing any such provisions.

**15. Complete Agreement.** This Agreement contains the complete and integrated understanding and agreement between the parties and supersedes any understanding, agreement or negotiation whether oral or written not set forth herein.

**16. Modification of Agreement.** This Agreement may be modified by a Change Order as provided in Section 1, or by a writing that is signed by authorized representatives of the City and the Consultant.

**17. Severability.** If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void, insofar as it is in conflict with said laws, the remainder of the Agreement shall remain in full force and effect.

**18. Notices.**

A. Notices to the City of Lake Forest Park shall be sent to the following address:

City of Lake Forest Park  
Attn: Andrew Silvia, Senior Project Manager  
Department of Public Works  
17425 Ballinger Way NE  
Lake Forest Park, WA 98155

B. Notices to the Consultant shall be sent to the following address:

Consor North America, Inc.  
Attn: Brent Robinson  
600 University Street Suite #300.  
Seattle, WA 98101

**19. Venue.** This Agreement shall be governed by the law of the State of Washington and venue for any lawsuit arising out of this Agreement shall be in King County.

**20. Counterpart Signatures.** This Agreement may be executed in one or more counterparts, including by facsimile, scanned or electronic signatures, each of which shall be deemed an original and all of which together shall constitute one and the same instrument.

**IN WITNESS WHEREOF**, the City and Consultant have executed this Agreement as of the date first above written

<b>CONSULTANT:</b>	
<b>CITY OF LAKE FOREST PARK</b> <b>WASHINGTON</b>	Consor North America, Inc.
By: _____ Jeff Johnson, Mayor	By: _____ Signature _____

Date	Typed/Printed Name
	Title: _____
ATTEST:	Date: _____
Matthew McLean, City Clerk Date: _____	
APPROVED AS TO FORM:	
Kim Adams Pratt, City Attorney Date: _____	

EXHIBIT A  
SCOPE OF WORK

## EXHIBIT A

### SCOPE OF WORK On-Call Professional Services City of Lake Forest Park

#### Introduction and Background

The City of Lake Forest Park (City) contacted Consor (Consultant) to form an on-call professional services contract to support the City in delivering wastewater, stormwater, and transportation public works projects, programs, and other services. This Scope of Work is separated into 17 tasks to clearly distinguish each type of service the City may authorize the Consultant to perform through the issuance and execution of individual work assignments. Tasks 2 through 17 describe the various professional services that may be delivered, providing general descriptions of the type of work and deliverables anticipated under each task. Task 1, Contract Management, is intended for use in each work assignment to support the delivery of any work under Tasks 2 through 17, and is expected to be used on each work assignment.

Consultant will perform the following services in accordance with applicable standards of care to be defined in individual work assignments.

#### Task 1 - Contract Management

##### *Objective*

Provide overall leadership of contract and work assignments to deliver on City defined objectives. Task responsibilities may include, but are not limited to:

- Develop work assignment scope and fee
- Organize and manage work assignment resources within full team structure
- Monitor and control the overall schedule, budget and scope.
- Develop monthly invoices and status reports
- Coordinate with City to provide work assignment status updates. Develop requests for input or information and deliverable reviews.
- Other activities that support successful delivery of scope within budget and on schedule

##### *Task Deliverables*

Deliverables may include, but are not limited to:

- Monthly invoices with status report for all active work assignments
- Schedule updates
- Amendment scopes and fees
- Meeting minutes

## Task 2 – Project Management Support

### *Objective*

Consultant will provide owners' project management support for City capital projects and develop contract documents and contract templates to support the City in the solicitation and purchasing of professional services and public works assets. Work assignments under this task include, but are not limited to, supporting the following types of contract documents:

- Develop solicitations for professional services via Requests for Qualifications and Requests for Proposals (RFQs / RPSs)
- Develop unit price and lump sum contracts for purchasing public works assets
- Develop informal quote solicitations
- Assist City staff in advertising or otherwise distributing formal and informal solicitations, evaluating bids and proposals received, negotiating contracts, and recommending award as needed.
- Develop budgets and schedules for stormwater, wastewater, and transportation public works projects.
- Develop draft and final agreements and memoranda of understanding with public agencies and other stakeholders as needed to coordinate various capital project-related work.
- Manage the work of the City's contracted service providers such as consultants, builders, and other vendors in accordance with executed contract provisions and expectations set in City policy and planning documents, e.g. Capital Improvement Plan.

### *Task Deliverables*

Deliverables may include, but are not limited to:

- Draft and final versions of contract documents
- Supporting materials used in the development of contract documents
- Letters of recommendation to award contracts
- Construction and Professional Service project budgets
- Project schedules

## Task 3 – Grant and Funding Support

### *Objective*

Consultant will prepare grant and loan funding to position the City for outside funding that can support the funding of public works. Work assignments under this task include, but are not limited to, supporting the following types of activities:

- Strategy development for outside funding
- Federal, State, County and other grant applications supporting wastewater, transportation and stormwater municipal systems
- Prepare other funding source applications

### *Task Deliverables*

Deliverables may include, but are not limited to:

- Prepared Grant Applications
- Prepared Loan Applications
- Prepared applications for other funding sources

## Task 4 – Public Outreach Support

### *Objective*

Consultant will develop and manage public outreach and engagement events ranging in approach from the informed consent model to one of collaboration. Outreach may use digital means, or in person approaches. The outreach will help guide project direction, decision making, policy development, etc. Work assignments under this task will include, but are not limited to, supporting the following types of activities:

- Develop and manage a public outreach plan
- Prepare web based and printed public outreach materials
- Organize and facilitate public outreach events

### *Task Deliverables*

Deliverables may include, but are not limited to:

- Public Outreach Plans
- Public Outreach Materials

## Task 5 – Transportation and Traffic Management Systems Support

### *Objective*

Consultant will conduct studies and design of improvements to the transportation system at the to improve pedestrian access, traffic management, and roadway conditions, among others. Work assignments will include, but are not limited to, supporting the following types of activities:

- Investigate transportation system improvements and develop traffic studies
- Plan and design transportation system improvements for curb ramps, pavement restoration, spot improvements, etc.

### *Task Deliverables*

Deliverables may include, but are not limited to:

- Technical and planning memoranda
- Design deliverables

## Task 6 – Surface and Stormwater Management Support

### *Objective*

Consultant will conduct studies and design of improvements to the surface water and stormwater management system to improve flooding, water quality of runoff, or system failures. Work assignments under this task include, but are not limited to, supporting the following types of activities:

- Investigate surface water and stormwater issues as they arise
- Plan and Design system improvements

### *Task Deliverables*

Deliverables may include, but are not limited to:

- Technical and planning memoranda
- Design deliverables

## Task 7 – Sanitary Sewer Management Support

### *Objective*

Consultant will conduct studies and design of improvements to the sanitary sewer management system to improve capacity constraints, system failures, or backups. Work assignments under this task include, but are not limited to, supporting the following types of activities:

- Investigate sanitary sewer system improvements as they arise
- Plan and design system improvements

### *Task Deliverables*

Deliverables may include, but are not limited to:

- Technical and planning memoranda
- Design deliverables

## Task 8 – Geotech and Hydrogeological Support

### *Objective*

Consultant will conduct geotechnical and hydrogeological investigations to support site scale investigation and support planning and design of improvement projects. Work assignments under this task include, but are not limited to, supporting the following types of activities:

- Conduct site geotechnical investigations
- Provide geotechnical design for new or replaced facilities and assets
- Conduct site and/or basin hydrogeological investigations

### *Task Deliverables*

Deliverables may include, but are not limited to:

- Technical memoranda
- Design related deliverables

## Task 9 – Landscape Architecture Support

### *Objective*

Consultant will conduct environmental monitoring and maintenance of vegetation to protect the ecosystem and in support of the City's permits. Work assignments under this task will support the following types of activities:

- Conduct long term monitoring of mitigation areas installed per environmental permits
- Develop work orders for maintenance activities
- Provide professional arborist services to support local tree permit applications

### ***Task Deliverables***

Deliverables may include, but are not limited to:

- Monitoring Plans
- Work orders
- Technical memorandums

## **Task 10 – Permitting Support**

### ***Objective***

Consultant will prepare, submit, and track environmental and other owner-obtained permits required for public works projects.

### ***Task Deliverables***

Deliverables may include, but are not limited to:

- Prepared Permit Applications
- Permitting strategy reports

## **Task 11 – Surveying Support**

### ***Objective***

Consultant will perform field survey, as required, for public works projects and real property related activities. Work assignments under this task will include, but are not limited to, supporting the following types of activities:

- Conduct site topography survey
- Conduct boundary line adjustment survey
- Conduct platting and real property survey
- Conduct survey to support planning, design and construction

### ***Task Deliverables***

Deliverables may include, but are not limited to:

- Survey mapping
- Short plats

- Boundary line adjustments,
- ALTA surveys,
- Record of surveys and municipal utilities permit drawings.
- Field stake parcels
- Legal descriptions

## Task 12 – Geographic Information Systems Support

### *Objective*

Consultant will develop and refine the City's Geographic Information System (GIS) for the sewer, stormwater, and transportation networks. Work assignments under this task will include, but not be limited to, supporting the following types of activities:

- Data entry to refine asset attributes
- Data entry to add additional attributes and facilities
- Strategy development to create robust and usable GIS
- Data analysis
- Map development

### *Task Deliverables*

Deliverables may include, but are not limited to:

- New/refined datasets and maps
- Technical memoranda
- Data analysis
- Map development

## Task 13 – Right of Way Acquisition Support

### *Objective*

Consultant will prepare right of way acquisition appraisals and support right of way acquisition negotiations. Work assignments under this task will include, but is not limited to, supporting the following types of activities:

- Prepare right of way acquisition appraisals
- Support right of way acquisition negotiations
- Support presentations to City Council

### *Task Deliverables*

Deliverables may include, but are not limited to:

- Prepared appraisals and acquisition-related documentation

## Task 14 – Cost Estimating Support

### *Objective*

Consultant will prepare construction and professional services cost estimates. Work assignments under this task will include, but are not limited to, supporting the following types of activities:

- Develop engineer's estimates of probable construction cost for AACE Classes 1, 2, 3, 4, 5, and 10
- Prepare professional services cost estimates

### *Task Deliverables*

Deliverables may include, but are not limited to:

- Construction Cost Estimates
- Professional Services Cost Estimates

## Task 15 – Construction Engineering and Management Support

### *Objective*

Consultant will conduct construction management and construction engineering services for public works projects in transportation, sewer, and stormwater. Work assignments under this task will include, but not be limited to, supporting the following types of activities:

- Construction inspection and observation
- Construction management
- Contractor submittal reviews
- Requests for information (RFIs)
- Change order reviews

### *Task Deliverables*

Deliverables may include, but are not limited to:

- Information to support RFIs
- Daily inspection reports
- Contractor submittal comments

## Task 16 – Policy Development

### *Objective*

Consultant will develop and refine new and existing policies to support efficient public works delivery and management in Tasks 2 through 15. Work assignments under this task will include, but are not limited to, supporting the following types of activities:

- Conduct policy research to provide comparative basis
- Develop and refine policy (e.g. municipal code) language
- Workshop policy language with stakeholders, City staff, and elected officials

### *Task Deliverables*

Deliverables may include, but are not limited to:

- New or Refined Policy language
- Research and development memoranda

## Task 17 – Professional Peer Review Support

### *Objective*

Consultant will provide professional peer review of any deliverables or documentation related to the topics in Tasks 2 through 16, or similar deliverables or documentation produced outside of this contract. Work assignments under this task will include, but are not limited to, supporting the following types of activities:

- Conduct professional review of planning and technical deliverables
- Provide input and guidance related to quality and accuracy of reviewed documentation
- Conduct peer review workshops to support design detail and/or strategic direction decision making

### *Task Deliverables*

Deliverables may include, but are not limited to:

- Review Comments
- Workshop Materials
- Summary memoranda

**EXHIBIT B**  
**WORK ASSIGNMENT AUTHORIZATION FORM**

**ON-CALL PROFESSIONAL SERVICES  
WORK ASSIGNMENT AUTHORIZATION**

AGREEMENT NO: AG-xxx

WORK ASSIGNMENT NO: AG-xxx-WAxx

CONSULTANT(S): Consor North America, Inc.

The general provisions and clauses of the Agreement referenced above shall be in full force and effect for this Work Assignment.

**Scope of Work:**

(describe work assignment understanding/assumptions, site/study area location, tasks, deliverables, deadlines, etc.)

or

See Exhibit A, which is attached hereto and by this reference made part of the Agreement.

**Work Assignment Budget:**

Task No.	Task Title	Fee
x	xxxxx	\$xxx.xx
x	xxxxx	\$xxx.xx
x	xxxxx	\$xxx.xx
<b>Maximum Amount Payable per this Work Assignment (Total Fee) =</b>		<b>\$xxx.xx</b>

Work Assignment Completion Date: MONTH DD, YYYY

**Approvals:**

Consultant Project Manager Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Work Assignments less than \$30,000.00

Public Works Director Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Work Assignments greater than \$30,000.00:

Mayor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Authorization per City Council Resolution No.: \_\_\_\_\_

EXHIBIT C  
CONSULTANT HOURLY RATE SCHEDULE

## 2022 SCHEDULE OF CHARGES

### Personnel:

Labor will be invoiced by staff classification at the following hourly rates, which are valid from January 1, 2022 through December 31, 2022. After this period, the rates are subject to adjustment.

<u>Billing Classifications</u>	<u>2022 Rates</u>	<u>Billing Classifications</u>	<u>2022 Rates</u>
Principal Engineer VI	\$294	Construction Manager X	\$285
Principal Engineer V	\$284	Construction Manager IX	\$265
Principal Engineer IV	\$273	Construction Manager VIII	\$250
Principal Engineer III	\$263	Construction Manager VII	\$241
Principal Engineer II	\$252	Construction Manager VI	\$224
Principal Engineer I	\$242	Construction Manager V	\$207
Professional Engineer IX	\$233	Construction Manager IV	\$196
Engineering Designer IX	\$225	Construction Manager III	\$179
Professional Engineer VIII	\$221	Construction Manager II	\$165
Engineering Designer VIII	\$215	Construction Manager I	\$140
Professional Engineer VII	\$211	Inspector VII	\$207
Engineering Designer VII	\$204	Inspector VI	\$190
Professional Engineer VI	\$201	Inspector V	\$172
Engineering Designer VI	\$194	Inspector IV	\$160
Professional Engineer V	\$190	Inspector III	\$142
Engineering Designer V	\$184	Inspector II	\$129
Professional Engineer IV	\$180	Inspector I	\$110
Engineering Designer IV	\$176	Technician IV	\$173
Professional Engineer III	\$173	Technician III	\$158
Engineering Designer III	\$173	Technician II	\$137
Engineering Designer II	\$163	Technician I	\$121
Engineering Designer I	\$152	Project Coordinator IV	\$168
Principal III	\$299	Project Coordinator III	\$152
Principal II	\$280	Project Coordinator II	\$137
Principal I	\$255	Project Coordinator I	\$126
Project Manager III	\$230	Administrative III	\$126
Project Manager II	\$205	Administrative II	\$116
Project Manager I	\$180	Administrative I	\$104
Cost Estimator III	\$273		
Cost Estimator II	\$221		
Cost Estimator I	\$168		

### Project Expenses:

Expenses incurred that are directly attributable to the project will be invoiced at actual cost. These expenses include the following:

CADD Hardware/Software	\$18.00/hour
Modeling and GIS Hardware/Software	\$10.00/hour
Mileage	Current IRS Rate
Postage and Delivery Services	At Cost
Printing and Reproduction	At Cost
Travel, Lodging, and Subsistence	At Cost

### Outside Services:

Outside technical, professional, and other services will be invoiced at actual cost-plus 10 percent to cover administration and overhead.

## 2022 Billing Rates

Labor Category	All Inclusive Hourly Billing Rate	
	Minimum	Maximum
President, Vice President	279.51	335.3
Engineer VI / Scientist VI / Planner VI / GIS Analyst VI	216.97	303.3
Engineer V / Scientist V / Planner V / GIS Analyst V	205.47	273.3
Engineer IV / Scientist IV / Planner IV / Landscape Architect IV / CAD Technician IV /GIS Analyst IV	161.81	237.3
Engineer III / Scientist III / Planner III / Landscape Architect III / CAD Technician III / GIS Analyst III	129.44	203.6
Engineer II / Scientist II / Planner II / Landscape Designer II / CAD Technician II / GIS Analyst II	104.21	176.1
Engineer I / Scientist I / Planner I / Landscape Designer I / CAD Technician I /GIS Analyst I	77.05	145.3
ern	71.91	80.3
counting Administrator I, II, III, IV, V	87.32	245.4
ject Accountant I, II, III, IV	92.46	162.3
ministrative Coordinator II, III, IV / Word Processor II, III	78.76	142.3

## Barney and Worth Hourly Rates for Professional Services

<b>Employee</b>	<b>Rate</b>
Clark Worth, Principal	\$280
Libby Bakke, Principal	\$280
Chris Hoffman, Principal	\$255
Tammy Menkerud, Senior Managing Associate	\$255
Jenna Franklin, Senior Associate	\$230
Aubrie Koenig, Senior Associate	\$230
Kimi Sloop, Senior Associate	\$230
Susanna Julber, Senior Associate	\$230
Martin Bartlett, Associate II	\$180
Julie Hunter, Research Associate	\$168
Melissa Porter, Project Assistant	\$152
Trisha Maxfield, Project Assistant	\$137
Katie Wilson, Project Assistant	\$137
Vic Parker, Graphic/Web Designer	\$126
Clerical/Support II	\$116
Clerical/Support I	\$104

## GENERAL TERMS AND CONDITIONS

### AGREEMENT FOR PROFESSIONAL SERVICES

Dated:

To:

Re:

#### 1. Professional Services

Fees for services are based on the time expended on the project, including travel. The fee will be computed by multiplying the number of hours worked by the hourly rate listed below:

Groundwater Consulting - \$175

Expert Services - \$200

Expert/Litigation Services - \$250

#### 2. Reimbursable Expenses

Expenses other than salary costs that are directly attributable to our professional services will be invoiced at our cost plus 15 percent. Examples include but are not limited to expenses for out-of-town travel and living, information processing equipment, instrumentation and field equipment rental, special fees and permits, premiums for additional or special insurance where required, long distance telephone charges, local mileage and parking, use of rental vehicles, taxi, reproduction, local and out of town delivery service, express mail, photography, film laboratory, equipment fees, and job related shipping charges and supplies. A unit price of \$25 per hour will be charged for use of groundwater modeling software.

#### 3. Borings, Geophysical Surveys And Other Explorations, Field Tests, Laboratory Tests, And Other Contract Services

When we engage a contractor(s) for drilling or other exploration, testing, and/or other contract services, we will invoice you for the contractor's services plus 20 percent. Their invoices will be included in our invoice without markup. Borings, geophysical surveys, pile loading tests, plate bearing tests, in-situ tests and other field tests conducted using our equipment and personnel will be billed for labor as calculated under first paragraph of this schedule, plus the usage of our equipment at our current equipment usage rate.

#### 4. Use Of Subconsultants and Consultants

If it is agreed that Richard Martin Groundwater LLC will not issue subcontracts and/or consultants exceeding \$10,000, and as a part of its work hereunder without your prior written consent, consent shall not be unreasonably withheld. When subconsultants and/or consultants are used, the total cost of their services will be marked up to 20 percent.

#### 5. Standard of Care

The standard of care for all professional Services performed or furnished by Richard Martin Groundwater LLC under this Agreement shall be the skill and care ordinarily exercised by other members of Richard Martin Groundwater LLC's profession, providing the same or similar services, under the same or similar circumstances, at the same time and locality as the Services were provided by Richard Martin Groundwater LLC.

Subsurface explorations and testing identify actual subsurface conditions only at those points where samples are taken, at the time they are taken. Actual conditions at other locations of the project site, including those inferred to exist between the sample points, may differ significantly from conditions that exist at the sampling

## 2022 CHARGE RATES

### PROFESSIONAL STAFF

	<u>HOURLY RATE</u>
Project Surveyor I	\$134.00
Project Surveyor II	\$102.00

### TECHNICAL STAFF

Office Technician I	\$98.00
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### FIELD STAFF

Field Technician I	\$102.00
Field Technician II	\$80.00
<b>HAZMAT SURVEYOR (40-hr certified)</b>	<b>\$102.00</b>

2-Man Survey Crew	\$182.00
3-Man Survey Crew	\$284.00

### ADMINISTRATIVE STAFF

Administrative Support	\$98.00
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### SUBCONSULTANTS

APS Locators	\$100.00
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### EXPENSES

All expenses properly incurred in the performance of the work including, travel and per diem, telephone calls, reproduction and blueprinting, equipment and supply purchases, and such other service and materials as may be required, shall be billed at cost.

### TRAVEL

Per diem and lodging will be State/County specified. Mileage rate will commensurate with current Internal Revenue Service (IRS) schedules. Air travel shall be coach class at lowest possible price.

### SUBCONSULTANTS

Client approved subconsultants will be charged at actual expense plus a 10-percent burden to cover administration, insurance, and business taxes levied on gross income.

### INVOICING PROCEDURE

Charges to be billed monthly accompanied by a summary to time spent by each staff member on the project, along with related direct charges. Invoices are payment NET 30 DAYS from date of issue. Delinquent accounts will be assessed a late payment penalty for any invoice not paid within 30 days of invoice date, equal to a finance charge on the unpaid amount from the due date until paid at the rate of 1.5 percent.



21312 30th Drive SE, Ste. 110, Bothell, WA 98021-7010

Phone: 425.774.0106 | Fax: 425.774.2714

[www.hwageo.com](http://www.hwageo.com)

## HWA GEOSCIENCES INC.

### 2022 HOURLY AND BILLING RATES

EMPLOYEE	TITLE	HOURLY RATE	Overhead 2.0831	Fixed Fee 30.00%	Billing Rate
Anna Ataman	Administrative Support	\$25.50	\$53.12	\$7.65	\$86.27
Stephanie Murphy	Administrative Support	\$30.00	\$62.49	\$9.00	\$101.49
Catherine Fry	CAD	\$31.00	\$64.58	\$9.30	\$104.88
Vasiliy Babko	Contracts Administrator	\$41.00	\$85.41	\$12.30	\$138.71
Cierra Wilson	Geologist I	\$27.50	\$57.29	\$8.25	\$93.04
Isaac Wiken	Geologist II	\$28.00	\$58.33	\$8.40	\$94.73
Richard Mueller	Geologist II	\$28.00	\$58.33	\$8.40	\$94.73
Charlie Parks	Geologist II	\$28.00	\$58.33	\$8.40	\$94.73
Mary Alice Benson	Geologist II	\$30.00	\$62.49	\$9.00	\$101.49
Christian Bourgeois	Geologist II	\$34.00	\$70.83	\$10.20	\$115.03
Vincent Oskierko	Geologist III	\$36.00	\$74.99	\$10.80	\$121.79
Ayla Heinze Fry	Geologist III	\$36.00	\$74.99	\$10.80	\$121.79
Greg Krankurs	Geologist IV	\$41.00	\$85.41	\$12.30	\$138.71
Seth Pemble	Geologist IV	\$41.00	\$85.41	\$12.30	\$138.71
Nicole Kapise	Geologist VI	\$47.00	\$97.91	\$14.10	\$159.01
Bret Salazar	Geologist VI	\$48.50	\$101.03	\$14.55	\$164.08
Steve Greene	Geologist VIII	\$76.00	\$158.32	\$22.80	\$257.12
Lucas Cressler	Geotechnical Engineer I	\$35.50	\$73.95	\$10.65	\$120.10
Ahmed Mahmood	Geotechnical Engineer I	\$36.25	\$75.51	\$10.88	\$122.64
Shane Miller	Geotechnical Engineer IV	\$48.50	\$101.03	\$14.55	\$164.08
Sean Schlitt	Geotechnical Engineer V	\$53.00	\$110.40	\$15.90	\$179.30
Ali Sirjani	Geotechnical Engineer V	\$53.00	\$110.40	\$15.90	\$179.30
Joseph Westergreen	Geotechnical Engineer V	\$54.00	\$112.49	\$16.20	\$182.69
Dila Saidin	Geotechnical Engineer V	\$55.00	\$114.57	\$16.50	\$186.07
Sandy Brodahl	Geotechnical Engineer VI	\$70.00	\$145.82	\$21.00	\$236.82
Michael Place	Geotechnical Engineer VII	\$73.00	\$152.07	\$21.90	\$246.97
Bryan Hawkins	Geotechnical Engineer VIII	\$78.00	\$162.48	\$23.40	\$263.88
JoLyn Gillie	Geotechnical Engineer VIII	\$81.00	\$168.73	\$24.30	\$274.03
Donald Huling	Geotechnical Engineer VIII	\$81.00	\$168.73	\$24.30	\$274.03
Alex Forcos	Lab/Field Technician I	\$22.00	\$45.83	\$6.60	\$74.43
Matthew Kalb	Lab/Field Technician I	\$22.00	\$45.83	\$6.60	\$74.43
Alex Hodges	Lab/Field Technician II	\$26.00	\$54.16	\$7.80	\$87.96
Nicholas Johnson	Lab/Field Technician II	\$27.00	\$56.24	\$8.10	\$91.34
Kristin Nolan	Lab/Field Technician IV	\$38.50	\$80.20	\$11.55	\$130.25
Scott Shipley	Lab/Field Technician V	\$46.15	\$96.14	\$13.85	\$156.13
Arnie Sugar	Principal IX	\$88.00	\$183.31	\$26.40	\$297.71
Ralph Boirum	Principal IX	\$97.50	\$203.10	\$29.25	\$329.85
Sa Hong	Principal IX	\$97.50	\$203.10	\$29.25	\$329.85

Notes: \* Represents Capped Billing Rate



9/28/2022

City of Lake Forest Park / On-Call Services	
UFS Not to Exceed Hourly Billing Rates - ROW Support Services	
Classification	NTE Hourly Billing Rate
ROW Oversight	\$132.23
Project Manager	\$118.90
Senior Relocation Specialist	\$110.70
Senior Acquisition Specialist	\$106.60
Relocation Specialist	\$98.40
Acquisition Specialist	\$94.30
Title /Escrow Specialist	\$77.90
Senior Administrative Specialist	\$61.50

a) Billing Rates exclude reimbursable expenses for Mileage, Postage, Road Tolls, Ferry Fees, etc.

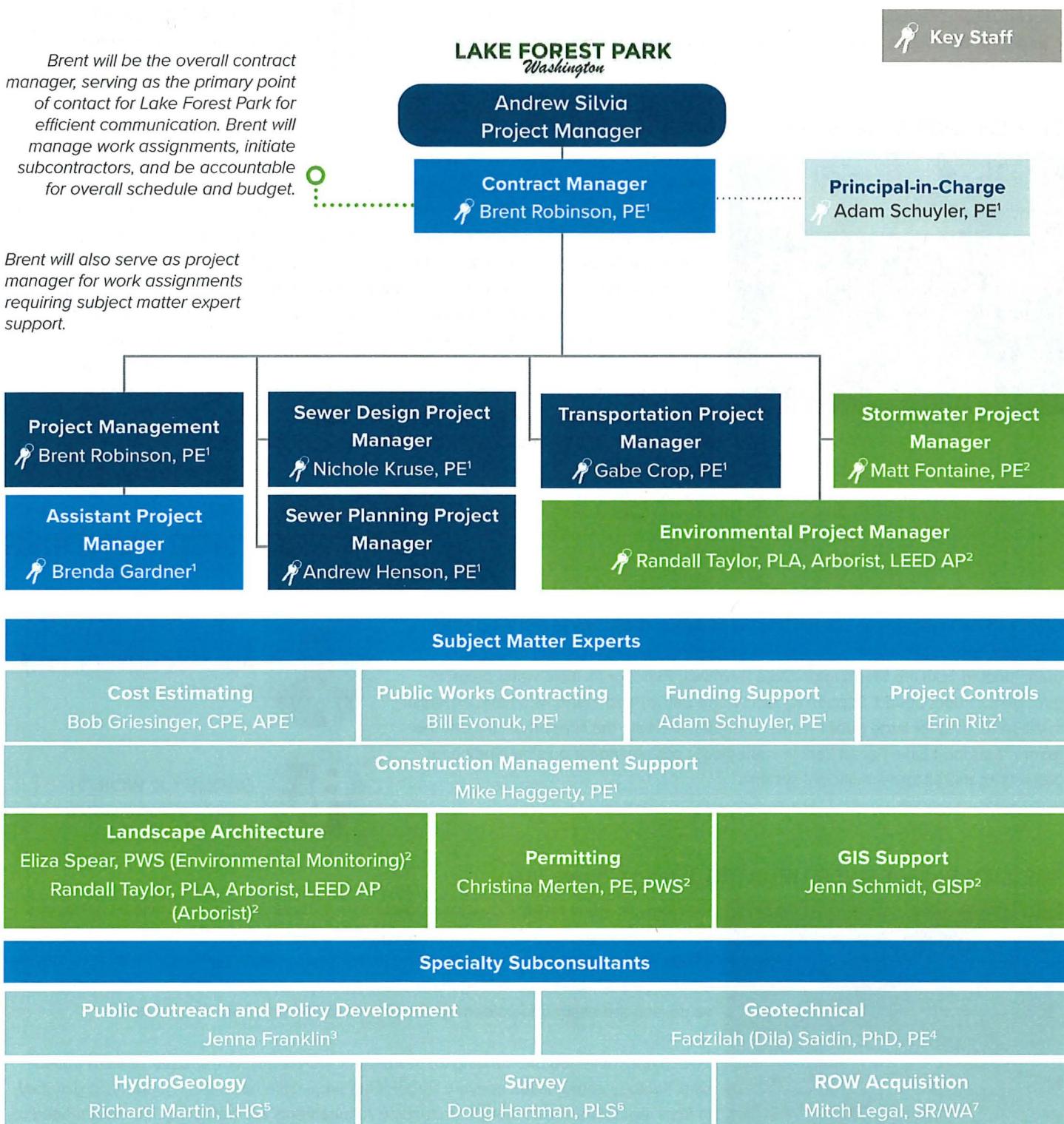
b) Mileage to be reimbursed at the IRS approved rate at the time mileage is incurred.

**EXHIBIT D**  
**CONSULTANT'S KEY STAFF**

# PROPOSED PROJECT TEAM

## TEAM STRUCTURE AND ORGANIZATIONAL CHART

The team below brings together the best of the northwest's talent in sewer and stormwater management, leveraging longstanding and productive relationships between staff at Consor and Herrera. The sub consultant team members are regular partners on projects and on-call contracts that Consor leads here in Puget Sound. This team is ready to move on day one!



# PROJECT MANAGEMENT SUPPORT

Delivering municipal services efficiency and on time requires having an accountable person at the helm, guiding projects and programs to their end goal. Consor regularly supports local municipalities as internal project managers and as hired City Engineers, ensuring assets are purchased and capital projects are delivered. Brent Robinson will lead the team of project managers and subject matter experts to advertise public works projects, develop schedules and budgets, draft purchasing contracts, deliver work to completion, and negotiate agreements and contracts to move the City's work forward. In particular, Bill Evonuk will leverage experience drafting purchasing contracts in his role as City Engineer to support the City's goal of streamlining purchasing, a key body of work in this on-call contract.

## CITY ENGINEER, Cities of King City and Sheridan, OR



Bill currently serves as Consor's primary contact for City Engineering services for the City of King City and recently served as assistant City Engineer for the City of Sheridan, Oregon. Under these assignments, Bill has developed purchasing contracts and solicitations for public works projects, serving as the internal project manager. Bill developed solicitation documents for small projects where a minimum of three quotes were required by state law, and for larger design, bid, build projects that were advertised to the contracting community for competitive bids. Project examples that Bill developed solicitation documents for and served as the project manager include, 116th Avenue Roadway Reconstruction project, Royalty Parkway Street and Storm Drainage Improvements project, King City Cul-de-sac Resurfacing project (2007), King City Cul-de-sac Resurfacing project (2008), Street and Curb Marking project (2007 and 2015), City Park Gazebo (2010), King George Drainage (2009), 131st Avenue Improvements (2019), and the SW King Richard Drive Resurfacing Projects, Phases 1 and 2 (2019 and 2021).



**BRENT ROBINSON, PE**   
*Project Manager*



**BILL EVONUK, PE**  
*Public Works Contracting  
SME*

Grant and loan funding can support the City to deliver public works and keep rates and taxes affordable. Adam Schuyler has successfully applied for, and received, grant funding from the Washington State Revolving Fund for multiple water projects throughout Puget Sound. Supporting him will be Barney and Worth who have expertise in WIFIA funding for large public works. Together, and with the support of Herrera, this team will support Lake Forest Park in strategically positioning for outside funding for projects across all three municipal systems.

## GRANT/OTHER FUNDING



**ADAM SCHUYLER, PE**   
*Project Manager*



**BARNEY & WORTH**  
*Grand and Funding SME*

## FACILITY PLAN/SEWER UPDATES, Kitsap County, WA



Consor is assisting Kitsap County with the update of three Facility/Sewer Plans that serve the Central Kitsap, Suquamish, and Kingston basins. Deviating somewhat from past planning efforts, the plans for these systems will be developed in concert with one another to provide a holistic perspective, presenting Plans to the County that prioritize improvements, maximize value, and are easily understood by rate payers, developers, and County staff.

The County obtained SRF funding for this project, with application assistance from Consor staff. Ecology coordination at every stage of the project life has been important, to gain buy-in from regulators and to make sure funding requirements are being met. Funding related to planning projects is ideal, as working with Ecology early on sets up success for future Capital Improvement projects stemming from the planning effort.

## PUBLIC OUTREACH SUPPORT

Making decisions around a strategic utility direction or on a specific problem or design is done best with the input of the people who both pay for, and use those services. Barney and Worth brings deep experience in public outreach, ranging from an informed consent model, to engagement that truly collaborates with the public. Their strategic planning experience will support the City in preparing for, executing, and debriefing on public outreach to guide direction and decision making.



**BRENDA GARDNER,**  
PE   
*Project Manager*



**JENNA FRANKLIN**  
*Public Outreach Support  
Lead*

### METRO NEMP, King County Metro Transit, WA



Consor led stakeholder, customer, and community engagement for the nation's ten largest mobility service providers. We implemented outreach campaigns targeting diverse and multilingual communities, facilitated advisory committees, and built partnerships to expand engagement. Consor developed engagement materials, social and digital ad campaigns, online and in person events, websites, and convened community forums. Consor assessed community needs, equity opportunities, and analyzed feedback gathered through canvassing, interviews, comment forms, and surveys. Consor's work informed service decisions and included reports on outreach to project decision-makers, county council members, the media, and the public.

## TRANSPORTATION & TRAFFIC MANAGEMENT SYSTEMS

Transportation infrastructure connects communities to recreation, commerce, and each other. Getting everyone to their destinations safely and cost effectively is of paramount importance. Gabe Crop will lead studies and design of improvements to the transportation system at the site scale to improve pedestrian access, traffic management, and roadway condition. He will call on internal experts in transportation improvements depending on each task order's specific needs.



**GABE CROP, PE**   
*Transportation Project  
Manager*

### 2016 PAVEMENT PRESERVATION, City of Arlington, WA



Consor was selected by the City to perform design and bidding support services for the 2016 Pavement Preservation project. The project included asphalt overlay of four City streets and ADA curb ramp improvements. Consor designed the asphalt overlay, full depth spot repair and striping improvements for one street and all of the ADA improvements. The ADA improvements involved evaluation of existing curb ramps and design of 46 curb ramps. The City took the lead on developing the specifications and Consor assisted the City by reviewing the complete Contract Documents and recommending revisions to ensure cohesive plans, specifications and bid schedule. Close coordination and collaboration between Consor and the City was required to develop consistent and complete Contract Documents.

# SURFACE & STORMWATER MANAGEMENT

Effective stormwater management improves public safety and protects the environment from urban development. Matt Fontaine will lead all work assignments related to investigation, planning, and design of stormwater system improvements. These projects will likely be site scale in nature, developing solutions to nuisance spot drainage flooding issues.



**MATT FONTAINE, PE**   
*Stormwater Project Manager*

## STORMWATER COMPREHENSIVE PLAN, City of Port Orchard, WA



The City of Port Orchard seeks to complete their inaugural stormwater comprehensive plan using a holistic watershed approach. Herrera is leading a multidisciplinary team so that capital improvements, program needs, financial analysis and watershed planning integrate to provide a roadmap over the next 10 to 20 years. The approach best suited for Port Orchard is a two-phased effort with Phase 1 tasks informing Phase 2 scoping and tasks. Phase 1 completed the basin delineation and basin characterization of ecosystem value, beneficial use assessment and stormwater impacts for the Ecology basin planning requirements, draft capital improvements projects list, program goals and levels of service framework, initial capital facilities charge discussion, and program needs assessment. Herrera and the team assessed problem areas in the field, including areas provided through public input, to determine Phase 2 system modeling needs for the capital program. Basin characterization

identified key source data and data quality for listed species use, ecosystem values for both streams and nearshore, and existing stormwater and future development impacts. During Phase 2 Herrera will develop basin scoring, prioritization, and lead stakeholder engagement. A StoryMap and heat maps will be used to visualize basin conditions for both internal and external stakeholders. As the capital improvement project list is scored and prioritized, basin planning will then be integrated to influence the projects list based upon the selected high priority catchment and identified target beneficial use. Herrera's multi-firm team of engineers and planners are on schedule and budget to complete this plan, setting a course for the City to manage stormwater with a watershed mindset

# SANITARY SEWER MANAGEMENT

The sanitary sewer system is the underpinning of public health in urbanized areas. Ensuring its proper operation keeps people safe and healthy. Analysis and planning of sewer improvements will be lead by Drew Henson, Conson's technical practice leader for planning and modeling. Design of improvements to the sewer system will be lead by Nichole Kruse. Projects will include site scale improvements to sewer capacity and asset replacement.

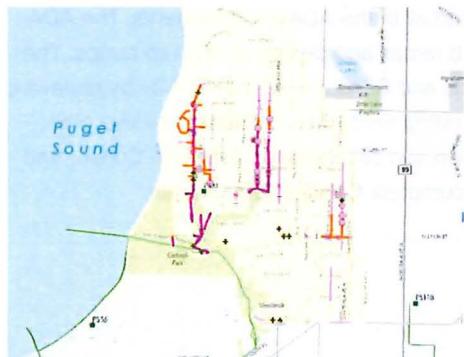


**DREW HENSON, PE**   
*Sewer Planning Project Manager*



**NICHOLE KRUSE, PE**   
*Sewer Design Project Manager*

## WASTEWATER SYSTEM ANALYSIS, Seattle Public Utilities, WA



Conson completed SPU's first system-wide wastewater system analysis project. SPU needed a comprehensive analysis of their entire collection system to better understand system issues and prioritize problem areas. This project included evaluation of system performance parameters to be used to identify system deficiencies. Workshops were held with a wide range of project stakeholders including the planning group, engineering, and operations and maintenance to discuss the impacts of several performance targets in terms of future policy decisions and costs implications.

Hydraulic and hydrologic (H/H) models were used to identify system deficiencies by comparing model output to the selected performance targets. Model simulations were then used to produce results for each level of service and the results were displayed in maps.

## GEOTECHNICAL

Sound geotechnical engineering supports every aspect of the built environment. Dila Saidin of HWA GeoSciences will lead geotechnical investigations to support site scale investigation and design work assignments. She can deliver soils characterization for drainage considerations, as well as guide geotechnical design for new or replaced facilities and assets.



**BRENT ROBINSON, PE**   
*Project Manager*



**DILA SAIDIN, PE**  
*Geotechnical Subconsultant*

### PIONEER TRAILS PUMP STATION REPLACEMENT, Silver Lake Water & Sewer District



The pump station replacement project was implemented in two phases: Phase 1 was preliminary design which included gathering existing data, performing a site reconnaissance, and conducting a geotechnical investigation associated with the proposed new pump station and force main alignment. It also included permitting and utility coordination, evaluation of layout alternatives and preliminary design. Phase 2 included final design, bidding and construction observation and testing services.

The new pump station facility consisted of a wet well, an electrical, instrumentation and control (E&C) building, meter and valve vaults, fuel tank pad and generator housing. Maximum excavation was approximately 35 feet for the wet well. The E&C building was above-ground. The shallow water table, relatively poor soils in the upper 10 feet at the

project site and limited work area would pose a challenge during excavation as well as ensuring adequate bearing capacity for the E&C building. HWA reviewed shoring options for the excavation of the wet well and provided recommendations to achieve the required bearing capacity for the E&C building and the generator pad.

## HYDROGEOLOGICAL

Hydrogeologic engineering can support many types of investigation and design efforts, ranging from site scale analysis of groundwater conditions, to basin scale assessments. Richard Martin will lead hydrogeologic work assignments to support analysis, as well as design of remediation and dewatering systems.



**BRENT ROBINSON, PE**   
*Project Manager*



**RICHARD MARTIN, LHG**  
*Hydrogeological Subconsultant*

### OLYMPIC HILLS ELEMENTARY SCHOOL, Seattle Public Schools - Cornerstone Constructors, WA



RMGW designed a temporary construction dewatering system for the new Olympic Hills Elementary School in North Seattle. The project included construction of a sewer lines, storm drains, a large detention vault, and building footings, which were below the water table and groundwater control was required to construct these structures. RMGW reviewed soil and groundwater conditions at the site and performed slug tests to estimate soil hydraulic conductivity. The dewatering system consisted of 12 large diameter wells along the perimeter of the detention vault excavation. RMGW's analysis indicated that this dewatering system would be sufficient to lower the water table for construction of the other utilities. RMGW observed installation and operation of the dewatering system, and the excavations were successfully completed without groundwater inflows.

# LANDSCAPE ARCHITECTURE

Keeping environmental vegetation healthy and thriving protects the ecosystem and keeps cities beautiful. Work assignments in this body of work will be led by two of Herrera's staff. Eliza Spear will lead environmental monitoring in support of the City's permits, in addition to managing task orders to ensure continued maintenance for these assets. Randall Taylor will provide arborist professional services to support local tree permit applications and is a registered landscape architect.

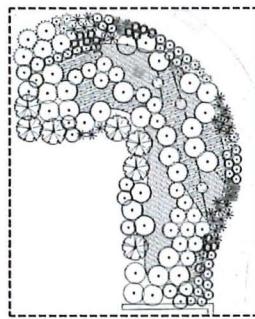


**RANDALL TAYLOR, PLA, LEED AP**   
*Environmental Project Manager*



**ELIZA SPEAR, PWS**  
*Environmental Monitoring SME*

## JUDSON ST DOWNTOWN LID, City of Lynden, WA



The City of Lynden was awarded grant funds from Ecology to retrofit five blocks of downtown Lynden with green stormwater infrastructure. Herrera led the landscape architecture and stormwater design for this project, including bioretention, permeable pavement, infiltration facilities, and native plantings, as well as project permitting including SEPA. Herrera led the Ecology grant deliverables including the design report, stormwater facility design, cost estimating, scheduling, and applying for Ecology grant funding for construction costs. The first phase of the project is set for construction in the summer 2023.

# PERMITTING

Permitting is often a required step in any public works project, typically defining a project's critical path schedule. Permitting lead Christina Merten will lead all permitting related work, supporting SEPA checklist development, critical area development permit applications, tree impact and removal permitting, and programmatic Department of Fish and Wildlife and US Army Corps of Engineers Hydraulic Project Approval permits.



**MATT FONTAINE, PE**   
*Project Manager*



**CHRISTINA MERTEN**  
*Permitting SME*

## UTILITIES SPECIALTY ON-CALL PROFESSIONAL SERVICES (2020-2022) FOR WATER SEWER STORMWATER - ENVIRONMENTAL ANALYSIS AND PERMITTING, City of Bellevue, WA



This three year on-call contract focuses on providing professional services to support and augment the work of Bellevue Utilities' internal staff for environmental analysis and permitting. As part of this on-call contract Herrera has continued to provide assistance to the City with post-construction monitoring of numerous capital improvement projects with in-stream, riparian, and wetland components ensuring permit compliance or negotiating permit modifications where necessary. Herrera has also assisted the City with their on-going open streams condition assessment project through analysis of habitat conditions within the City's major stream systems.

Getting a quality and complete survey sets any public works project up for long term success. Doug Hartman and DHA have surveyed in Puget Sound for nearly 30 years for public and private clients, and is a trusted partner of Consor. Work assignments for professional land survey can support site topography, boundary line adjustments, platting, and all survey in support of planning, design, and construction.



**BRENDA GARDNER,**  
PE   
*Project Manager*



**DOUG HARTMAN,**  
PLS   
*Survey Subconsultant*

## PIKES PEAK RESERVOIR REPLACEMENT, City of Bellevue, WA



Consor provided design for a new 1.25 MG reservoir and removal of the existing 1.0 MG welded steel reservoir to provide additional storage to meet current and future needs of the water system. Consor conducted an alternatives evaluation and life-cycle cost analysis for both welded steel and prestressed concrete reservoir types to provide recommendations and assist the City in selection of the preferred type of reservoir. The alternatives evaluation also included a siting assessment evaluating the potential to relocate the reservoir to other sites. Consor continued providing design, permitting, and bidding and construction support services for design of the selected alternative. DHA was responsible for all surveying, utility locating, and base mapping roles during the project.

## GEOGRAPHIC INFORMATION SYSTEM SUPPORT

Geographic Information Systems (GIS) are powerful visual databases of a City's public works infrastructure, and serve as the starting point for problem identification, planning, and design. Jenn Schmidt will lead work assignments that support the continued development and refinement of the City's GIS system. This can include input of new attributes and data, cleaning up misaligned attributes, performing complex spatial manipulations, and supporting investigation, planning, and design.



**BRENT ROBINSON, PE**   
*Project Manager*



**JENN SCHMIDT, GISP**  
*GIS SME*

## GIS DATA CONVERSION FROM CONSTRUCTION DRAWINGS, City of Sammamish, WA



Having access to accurate and up-to-date GIS stormwater infrastructure data is critical for effective stormwater management, planning, and regulatory compliance for any municipality. Herrera supported the City in this effort over several years by:

1. Developing protocols and digitizing stormwater infrastructure data from a backlog of more than 250 engineering record drawings.
2. Conducting a robust quality control process on both spatial and attribute accuracy.
3. Incorporating the new GIS stormwater infrastructure into the City's existing stormwater geodatabase, including reconciling topology and connectivity issues and domain inconsistencies.
4. Preparing detailed sketches of nearly 600 stormwater facilities to support maintenance crews; and
5. Conducting field visits to reconcile issues resolved in the desktop analysis and collect new features.

To help maintain transparency on progress and facilitate communication with the City on this large, fast-paced project, Herrera developed a web-based progress tracking spreadsheet and questions log to document and coordinate issues as they came up. We also developed a series of both automated and manual QA/QC checks on the data to help systematically identify potential data problems. Issues that could not be addressed with reasonable certainty with desktop analysis were flagged for field verification and further review.

# RIGHT-OF-WAY ACQUISITION SUPPORT

(UFS) has been providing professional right of way acquisition negotiation services throughout the Northwest Region since 1970. Their employees have insightful knowledge of state and federal right of way acquisition policies and procedures, including the Federal Uniform Relocation Assistance and Real Property Acquisition Policies Act, WSDOT Local Agency Guidelines – Section 25 (Right of Way Procedures), WSDOT Right of Way Manuals, Washington State Administrative Code (WAC 468-100), Revised Code of Washington (RCW 8.26). Over 80% of their projects include federal funding requiring Right of Way Certification through WSDOT. Additionally, Universal's team of right of way professionals have completed projects for various water & sewer districts, electric and gas pipeline utility companies. As required by state law, Universal employees maintain an active Washington State Real Estate Brokers licensing and are approved by WSDOT to conduct ROW Services.

## MAIN STREET RECONSTRUCTION, City of Mountlake Terrace, WA



This project is a federally funded roadway widening / pedestrian safety improvements projects along a single-family residential use corridor providing improved access to Sound Transit's Light Rail Station along Interstate 5. Negotiations included the acquisitions of partial fee simple, slope easements, temporary construction easements and driveway reconnection permits from thirty-three (33) separate tax parcels. Services included completion of a Project Funding Estimate, Appraisals, Appraisal Reviews, AOS worksheets and ROW Certification through WSDOT in compliance with federal guidelines. UFS staff are currently working on Temporary Construction Easement Extensions resulting from delays in securing constructing funding. Relocation Assistance services were completed for a displaced Espresso Stand business.

**BRENT ROBINSON, PE**   
*Project Manager*



**MITCH LEGAL, SR/WA**  
*Right-of-Way Acquisition Subconsultant*



# COST ESTIMATING SUPPORT

An accurate cost estimate is essential to setting expectations with utility management and city elected officials, as well as minimizing surprises during construction phase bidding. Consor's national cost estimating expert Bob Griesinger has his finger on the pulse of the rapidly changing landscape of construction costs. He will lead all work related to estimating costs for construction and will be supported by Consor and Herrera's project managers in developing any necessary professional services cost estimates, depending on the subject matter at hand.

**BRENT ROBINSON, PE**   
*Project Manager*



**BOB GRIESINGER, CPE, APE**  
*Cost Estimating SME*



## SOUTHEAST BAY OUTFALL (SEO) ISLAIS CREEK CROSSING REPLACEMENT PROJECT, San Francisco, CA



The project will provide dual 48-inch diameter pipelines connected to the western side of SEP 550 at the discharge force main pipelines, then follow along a submerged profile crossing of Islais Creek, rising on the North Shoreline to combine into a 60-inch diameter CSFM pipeline. The single pipeline will then turn to the east and connect to the existing CSFM pipeline approximately 13 feet west of the westerly most MUNI track1, in the number 2 lane of southbound Third Street, and 37.7 feet east of Manhole 1. The shoreline sections of the pipeline will be steel pipe on concrete pile bent supports. The main creek crossing pipeline will be HDPE pipeline connected to the steel pipeline by flexible joints. The North Shoreline Connection will consist of submerged steel pipeline on concrete pile bent supports

# CONSTRUCTION ENGINEERING & MANAGEMENT

As projects prepare to transition into their construction phase, having a trusted partner to provide reviews and enforce the contract ensures that the City is getting the full value of its investments. Consor's Puget Sound construction management lead, Mike Haggerty, will support construction management tasks for transportation, sewer, and stormwater work. He will lead constructability reviews, schedule estimates reviews, and provide project engineer support for construction of small works. He will be supported by design project managers Nichole, Gabe, and Matt to support any construction engineering needed for project delivery.



**BRENT ROBINSON, PE**   
*Project Manager*



**MIKE HAGGERTY**  
*Construction Management  
Project Manager*

## FRED JACKSON WAY FIRST MILE/LAST MILE CONNECTION PROJECT, Contra Costa County, CA



The Fred Jackson Way project is a streetscape project from Grove Avenue to Brookside Drive that is using staged construction to reconstruct the roadway, sidewalk, driveway, and curb ramps on both sides of Fred Jackson Way. Fred Jackson Way is often used as a convenient detour for commuters when Richmond Parkway becomes congested. This project will improve pedestrian and bicycle safety along this section. Key work includes the complete reconstruction of sidewalk, driveways, ADA curb ramps, half-width reconstruction for a portion of the roadway, and a slurry seal applied to the remaining section.

## PROFESSIONAL PEER REVIEW

The brightest and most defensible ideas are built on consensus from multiple experts. The Consor and Herrera team is ready to thoughtfully engage on this team's work, or work from outside of this team, to help ensure that the City is moving down the best path. Brent will manage work assignments for peer review, pulling in individual experts to provide review, analysis, discussion, or decision making support, depending on the topic at hand.



**BRENT ROBINSON, PE**   
*Project Manager*

## PEER REVIEW EFFORT: SULTAN ON-CALL, City of Sultan, WA



Consor acted as the City Engineer for the City of Sultan's through their on-call engineering contract. In that capacity, we provided peer review services for developer submittals to ensure compliance with City standards as well as best engineering practices.

Completed projects and projects currently in various stages of planning, predesign, design, and construction include: 135th Street AC Water Main Replacement; Stormwater Decant Facility; Water Treatment Plant Improvements; WWTP Facility Plan; Main Street Sewer Replacement.

# POLICY DEVELOPMENT

Defining a policy is an important step in ensuring consistency in the public works process, as well as fairness in what is expected of the public. Barney and Worth's Jenna Franklin will collaborate with Brent Robinson to co-lead policy development with the support of appropriate subject matter experts from around the consultant team to develop and refine new and existing policies. Jenna will lead external stakeholder (public and elected official) engagement and Brent will lead internal (utility and technical) engagement to gather the needs and challenges of any policy work. The two co-leads will work together, and with their team of experts, to write policy language around any of the topic areas in this on-call.



**BRENT ROBINSON, PE**   
*Project Manager*



**JENNA FRANKLIN**  
*Policy Development SME*

## SEATTLE GREEN FEE PROGRAM, Seattle Public Utilities, WA



Jenna provided policy development support and led business community outreach and education related to the City's interest in developing a "20-cent green fee" program. SPU developed legislation to reduce the use of disposable single-use plastic shopping bags and ban the use of expanded polystyrene (EPS) foam food industry containers. Outreach and education focused on community and business owners with limited English proficiency or in low-income areas, provided free reusable bags, and educated the public on single-use bags and foam food containers.

## PROJECT TEAM RESUMES

### BRENT ROBINSON, PE | *Contract Manager & Project Management Lead*

Brent is an accomplished civil engineer with 12 years of experience in wet weather planning, modeling, program management, and team leadership for sewer and stormwater collection systems. A strategic thinker bridging the gap between detailed technical underpinnings and systems-level vision, Brent leads projects to achieve their goals by working across technical disciplines in an integrated approach. His background in both consulting and government agency program management provide him with the technical expertise in stormwater and wastewater to guide projects through collaborative planning processes, leading to strong cases for capital projects. Brent's specific area of passion is planning sewer infrastructure that optimizes against multiple objectives such as hydraulic capacity, climate change resiliency, cost affordability, and regulatory compliance. Having spent six years in an agency program manager role, Brent approaches his team's utility work with a deep sense of ownership and accountability.

#### SELECT PROJECT EXPERIENCE

- **Combined Sewer Overflow Retrofit Program Manager**, Seattle Public Utilities (SPU), WA
- **Climate Change and Decision Making Under Uncertainty Policy Development**, SPU, WA
- **SPU and King County Joint Management Oversight Committee Co-Lead**, SPU, WA
- **Montlake Area CSO Retrofits Options Analysis**, SPU, WA
- **Stormwater Code Performance Standard Update**, SPU, WA

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#### YEARS OF EXPERIENCE

12

#### EDUCATION

MS, Civil Engineering, University of Washington

BS, Civil Engineering, Gonzaga University

#### REGISTRATION

Professional Engineer - WA

### BRENDA GARDNER, PE | *Assistant Project Manager*

Brenda is a proficient civil engineer with 13 years of experience in planning, design, analysis, and management of stormwater and wastewater infrastructure. A relational team leader, Brenda fosters creativity, communication and collaboration amongst team members and stakeholders to achieve project and program success. Her background in both consulting and government agency planning and program management provide her with the skills to cultivate holistic approaches to stormwater and wastewater solutions.

#### SELECT PROJECT EXPERIENCE

- **Shoreline Pipe Asset Management Plan**, SPU, WA
- **Major Surface Water Facilities Asset Management Plan**, SPU, WA
- **Meadowbrook Pond Improvements Project**, SPU, WA
- **Washington Park Tank Automation Improvements**, SPU, WA
- **Roxhill Wetland Flow Rerouting Options Analysis**, SPU, WA



#### YEARS OF EXPERIENCE

13

#### EDUCATION

BS, Civil Engineering, Colorado State University

#### REGISTRATION

Professional Engineer - WA

## ADAM SCHUYLER, PE, PMP | *Principal-in-Charge & Funding*

### *Support SME*

Adam has designed and managed water and sewer projects throughout the Pacific Northwest. He has performed comprehensive planning, civil and mechanical design, and construction services for water and sewer projects, with a passion for pump station and pipeline design. Adam's pump station facilities have flows ranging from 15 gpm to 220 mgd. In his role as senior design engineer, Adam oversees all aspects of the project design, leading technical communications, and mentoring staff.



### **SELECT PROJECT EXPERIENCE**

- **2023 Comprehensive Sewer Plan**, City of Everett, WA
- **WW Facility Plan and Sewer Plan Update**, Kitsap County, WA
- **Bangor-Keyport Force Main Replacement**, Kitsap County, WA
- **Vine Basin CSO Control Project**, Seattle Public Utilities, WA
- **Downtown Utility Improvements Project Engineering and Design**, City of Renton, WA
- **Wastewater Pump Station Nos. 1 and Rehabilitations**, City of Redmond, WA
- **Sewer System Improvements**, City of Everson, WA

### **YEARS OF EXPERIENCE**

23

### **EDUCATION**

MS, Civil Engineering, Washington State University

BS, Civil Engineering, Washington State University

### **REGISTRATION**

Professional Engineer - WA

Project Management Professional

## NICHOLE KRUSE, PE | *Sewer Design Project Manager*

Nichole has performed comprehensive planning, design, and construction services on a variety of water, wastewater and solid waste projects located throughout Washington, Alaska, Colorado, and California. Nichole's varied experience has made her an adaptable team member who excels in communication and multi-disciplinary coordination.



### **SELECT PROJECT EXPERIENCE**

- **King County East Section Facilities On-Call Contract, South Treatment Plant Odor Control System Formulation Project**, King County Wastewater Treatment Division, WA
- **Vine Basin CSO Control Project**, Seattle Public Utilities, WA
- **Redmond Wastewater Pump Station No. 3 (WWPS3) Replacement Project**, City of Redmond, WA
- **Queensborough Sewer Rehabilitation Project**, Alderwood Water and Wastewater District (AWWD), WA
- **WA #2, #4, and #6, Large and Small Diameter Lining Support**, Seattle Public Utilities, WA
- **WA#5 - SPU Crew Lining Operations**, Osborn Consulting, Inc., WA

### **YEARS OF EXPERIENCE**

12

### **EDUCATION**

BS, Environmental Engineering, Colorado State University

### **REGISTRATION**

Professional Engineer - WA

## DREW HENSON, PE, PMP | *Sewer Planning Project Manager*

Drew brings to the team over 15 years of professional experience and a background in civil engineering planning, modeling, design, and permitting. He has worked on a variety of projects that required close coordination with both professional team members and government entities. He has recently worked on several large projects in roles such as lead modeler and assistant project manager. These projects have included tasks involving planning level analysis, regulatory compliance, climate change impacts, inter-agency coordination, and green stormwater infrastructure, and options analysis. Drew has worked on several projects in Western Washington involving stormwater planning, H/H modeling, regulatory compliance, climate change impacts, green stormwater infrastructure, retrofit design, and options analysis.



### SELECT PROJECT EXPERIENCE

- **Wastewater System Analysis**, Seattle Public Utilities, WA
- **Wastewater Model Updates & Validation, Modeling, & Analysis Support On-call Services**, Seattle Public Utilities, WA
- **Pearl Street Drainage & Sewer Improvement Plan**, Seattle Public Utilities, WA
- **Comprehensive Plan Modeling, BHC Consultants**, City of Edmonds, WA
- **SPU/KC Interceptor Model Calibration**, Seattle Public Utilities, WA
- **Alaskan Way Viaduct Modeling Services**, Seattle Public Utilities, WA
- **System Wide Model Updates**, Rock River Water Reclamation District, IL

### YEARS OF EXPERIENCE

19

### EDUCATION

BS, Civil & Environmental Engineering,  
Georgia Institute of Technology

Certificate in Project Management,  
University of Washington Continuing  
Education

### REGISTRATION

Professional Engineer - WA & OR

Project Management Professional

## GABE CROP, PE | *Transportation Project Manager*

Gabe's experience includes comprehensive transportation design and construction administration on projects ranging from small-scale local assignments to multi-million dollar, federally funded freeway projects. All of Gabe's experience is in city, county, and state level transportation projects. His primary expertise is in managing PS&E delivery for small to mid-size transportation projects, often with multiple sub-disciplines. His attention to detail, consistent execution of projects, and commitment to local communities have resulted in community-applauded facilities.



### SELECT PROJECT EXPERIENCE

- **2016, 2017, 2019, 2022, and 2023 Curb Ramps and Striping**, Vancouver, WA
- **2020-2021 Smokey Point Boulevard Overlay**, City of Arlington, WA
- **2016 Roadway Overlays and Curb Ramps**, City of Arlington, WA
- **Downtown Utility Improvement Program**, City of Renton, WA
- **NE 162nd Avenue/SR-500 Utility Coordination**, Clark County, WA
- **Program Manager for ADA Design and Support Services**, ODOT, OR
- **ADA Transition Plan**, Marion County OR
- **Pavement Management Programs**, Washington County, Clackamas County, and Cities of Arlington (WA), Vancouver (WA), Tigard, Lake Oswego, Oregon City, Roseburg, and Bend

### YEARS OF EXPERIENCE

20

### EDUCATION

BS, Civil Engineering, University of  
Portland

### REGISTRATION

Professional Engineer - WA & OR

## MATT FONTAINE, PE | *Stormwater Project Manager (Herrera)*

Matt Fontaine brings 15 years of experience in stormwater planning, stormwater design, low impact development (LID), stormwater retrofits, environmental permitting, and stormwater manual development and compliance. Matt has a strong track-record of completing a wide range of stormwater projects for public and private clients, ranging from small technical analyses and stormwater design to large-scale and complex planning efforts.



### SELECT PROJECT EXPERIENCE

- **Port Orchard Stormwater and Watersheds Comprehensive Plan**, City of Port Orchard, WA
- **Bremerton Stormwater Comprehensive Plan Update**, City of Bremerton, WA
- **Federal Way Surface Water Management Comprehensive Plan and Watershed Prioritization in Support of Stormwater Management Action Planning**, City of Federal Way, WA
- **City of Pasco Comprehensive Stormwater Management Plan**, City of Pasco, WA
- **City of Lacey Stormwater Comprehensive Plan (2013 and 2020)**, City of Lacey, WA

### YEARS OF EXPERIENCE

15

### EDUCATION

MS, Civil Engineering, University of Washington

BS, Civil/Environmental Engineering, Clarkson University

### REGISTRATION

Professional Engineer - WA

ISO 14000 Audi Certified

## RANDALL TAYLOR , PLA, ARBORIST, LEED AP |

### *Environmental Project Manager (Herrera)*

Randall is a landscape architect and certified arborist whose passion lies at the intersection of design, sustainability, and nature. His work and studies have focused on urban and ecological design. Randall has worked on a diverse range of projects for public and private clients that include master planning and conceptual visioning as well as extensive variety of constructed projects. His work includes urban plazas, streetscapes, and civic spaces; park and recreation projects; schools and educational campuses; multi-use developments, commercial retail spaces, and residential design.



### SELECT PROJECT EXPERIENCE

- **King County Burien Courthouse Retrofit Construction Management**, King County, Burien, WA
- **City of Seattle Broadview 12th Ave. Drainage Improvements**, Seattle Public Utilities, Seattle, WA
- **Austin Street Swales Reconstruction**, Whatcom County, WA
- **Judson Street Downtown LID Project**, City of Lynden, WA
- **SR 167 Riparian Restoration Program**, WSDOT, Washington State, WA
- **City of Lynnwood 188th St. Floodwall**, City of Lynnwood, WA
- **City of Redmond Senior Center Tree Inventory**, City of Redmond, WA

### YEARS OF EXPERIENCE

10

### EDUCATION

BS, Landscape Architecture, The Ohio State University

### REGISTRATION

Professional Landscape Architecture - WA

ISA Certified Arborist

LEED AP