

**AGREEMENT FOR CONSULTING ENGINEERING SERVICES
(Yamhill County and Kittelson & Associates, Inc.)**

THIS AGREEMENT (“Agreement”) is made effective the last date set forth adjacent to the signatures of the parties below between **Yamhill County**, a political subdivision of the State of Oregon, acting through its Department of Public Works (referred to as County in this Agreement) and **Kittelson & Associates, Inc.**, an Oregon corporation (referred to as Contractor in this Agreement) for the consulting engineering services for which proposals responsive to County’s RFP were opened **Thursday, July 16, 2020** (referred to in this Agreement as the “Project”).

STATEMENT OF PURPOSE AND IDENTIFICATION OF CONTRACT DOCUMENTS

A. County has budgeted funds to perform the Project. County conducted a competitive selection process to select the best qualified proposer to complete the Project. Contractor was the deemed the best qualified proposer. This Agreement is made to specify the mutual obligations of County and Contractor for completion of the Project.

B. This Agreement includes by reference the following Contract Documents that are part of the Project:

- (A) Request for Proposals
- (B) Addenda (if any)
- (C) Responsive Proposal
- (D) This Agreement
- (E) Agreement Amendments (if any)
- (F) Insurance Certificates
- (G) Notice to Proceed
- (H) Change Orders (if any)
- (I) Project Acceptance.

AGREEMENT: In consideration of the mutual covenants contained below, County and Contractor hereby agree as follows:

1. **Scope of work and standard of care.** The Contractor will commence and complete the Project in strict accordance with the Contract Documents identified above. The standard of care for all work performed or furnished by the Contractor under this Agreement will be the care and skill used by members of Contractor’s profession practicing under similar circumstances at the same time and in the same locality. The Contractor acknowledges receipt of all Contract Documents in existence at the date it executed this Agreement. See attached Exhibit A, Scope of Services, which is incorporated herein by this reference.

2. **Agreement performed at Contractor's expense as Independent Contractor.** The Contractor will furnish all of the materials, supplies, tools, equipment, labor, and other services necessary for the construction and completion of the Project as described in the Contract Documents. The Contractor is an Independent Contractor under this Agreement. Contractor will be solely responsible for payment of any federal or state taxes required as a result of this Agreement. County will not withhold any state or federal income taxes from payments owed Contractor. As an independent contractor, Contractor acknowledges and agrees that Contractor is not entitled to any benefits granted to County employees. Without limitation, but by way of illustration, the benefits which are not granted to Contractor include vacation, holiday and sick leave, other leaves with pay, tenure, medical, and dental coverage, life and disability insurance, overtime, Social Security, Workers' Compensation, unemployment compensation, or retirement benefits, except as otherwise required by law.

3. **Commencement and completion date.** The Contractor will commence the work required by the Contract Documents within 7 calendar days after the County's approval of this Agreement and will complete the same no later than **Friday, May 28, 2021** unless the Agreement Period is extended or otherwise modified by written notice or executed Change Order.

4. **Termination; Default.**

(a) Termination. Either party may terminate this Agreement on ten (10) calendar days written notice to the other party. In addition, in the event County no longer receives funds adequate to enable it to continue this Agreement, it will provide written notice of immediate termination of this Agreement to Contractor. Upon issuance of notice, this Agreement is terminated. However, any obligations existing at the time of termination will survive termination. Contractor shall not make expenditures, enter into agreements, or encumber funds in its possession, or to be transferred by County, after notice of termination or termination as set out above, without prior written approval from County. Termination shall not excuse liabilities incurred prior to the termination date.

(b) Default. If Contractor defaults in the performance of any of its material obligations under this Agreement for a period of thirty (30) days after the County sends notice of such default to the address on this Agreement, County may, at its option, terminate the Agreement, such termination to be effective immediately upon expiration of the thirty day notice period; provided, however, that in the event Contractor provides written notice to County that the default cannot reasonably be cured by Contractor within said thirty (30) day period and the Contractor provides written certification that it is, in good faith, endeavoring to cure said default, then the thirty (30) day cure period shall be extended for an additional reasonable period to allow for such cure, but any such extended period shall not exceed 30 additional days, unless otherwise mutually agreed in writing by both County and Contractor.

5. **Compensation.** The Contractor agrees to perform all of the work described in the Contract Documents and comply with the terms therein at the hourly rates set forth in Contractor's responsive proposal; provided, however, that the maximum amount due Contractor for completion of the Phase 1 scope of work is **\$207,953.38** unless this amount is modified by executed Change Order signed by both parties. Any expenses incurred by Contractor in the

performance of the Project under the terms and conditions of this Agreement not specifically provided for herein shall be the sole and separate responsibility of Contractor, unless preapproved in writing by County. Monthly invoices will be issued by Contractor for all services performed under this Agreement, and reimbursement of direct expenses. Invoices are due and payable within 30 days of receipt, review, and approval by County. The County must notify the Contractor's project manager or project accountant, in writing, within 30 days of receipt, of any disputed charges in an invoice (the "Disputed Charges"). Interest at the rate of 1.5 percent per month, or alternatively at the highest monthly rate allowable in the jurisdiction where the services are being provided, whichever is higher, will be charged on all undisputed past due amounts. Interest charges on undisputed past due amounts are in addition to the fixed ceiling for the Agreement and are not counted in determining whether the fixed ceiling has been reached. County's failure to make payments to Contractor within 90 days of the issuance of an undisputed invoice shall constitute a material breach of this Agreement and Contractor shall have the option to withhold services until paid or terminate this Agreement. Payment disputes not attributable to Contractor's default or negligence are not subject to the dispute resolution provisions of this Agreement, and Contractor may avail itself of any and all available legal and equitable remedies to address such payment disputes. In the event Contractor is required to undertake collection actions, or otherwise incur any costs in connection with the collection of amounts owing under an undisputed past-due invoice, all such costs shall be the responsibility of the County. Contractor prefers that all payments be made through the Automated Clearing House Network ("ACH"). The following bank account information is provided below for this purpose:

Account Name: Kittelson & Associates, Inc.

Bank Name: Chase Bank

Account Number: 179118350

ABA Number: 325070760

Remittance Advice: apinvoice@kittelson.com

6. Incorporation of statutory provisions required for public contracts. Contractor agrees to comply with the rules and regulations of County, applicable state and federal regulations and all other provisions of state and federal law relating to Contractor's performance of Services under this Agreement. The Contractor certifies it shall comply with all applicable Public Contract Laws to including, but not limited to, ORS 279B.200 through 279B.270 and ORS 279C.500 through 279C.545 and 279C.580 (3) and (4). ORS 279B.200 through 279B.270 and ORS 279C.500 through 279C.45 and ORS 279C.580(3) and (4) are incorporated into this Agreement by reference. Contractor expressly agrees to comply with (i) Title VI of Civil Rights Act of 1964; (ii) Title V and Section 504 of the Rehabilitation Act of 1973; (iii) the Americans with Disabilities Act of 1990, as amended, and ORS 659A.142; (iv) all regulations and administrative rules established pursuant to the foregoing laws; and (v) all other applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations. Contractor will provide services to County and County clients without regard for race, color, creed, religion or national origin in compliance with Title IV, Civil Rights Act, 1954.

7. Workers' compensation. The Contractor, its subcontractors, if any, and all employers working under this Agreement are subject employers under the Oregon Workers' Compensation Law and shall comply with ORS 656.017, which requires them to provide workers' compensation coverage for all their subject workers. Contractor shall require compliance with

these requirements in each of its subcontractor contracts unless they meet the requirement for an exemption under ORS 656.126(2).

8. **Certification of compliance with tax laws.** The Contractor certifies, under penalty of perjury, that the Contractor's Company is not in violation of any Oregon tax laws and that Contractor has complied with the tax laws of the state of Oregon or a political subdivision of the state of Oregon, including ORS 305.620, 305.380(4) and ORS Chapters 316, 317 and 318.

9. **Certification of reading and understanding of documents.** The Contractor certifies it has read and fully understands all Contract Documents including Solicitation Documents and terms and conditions. The Contractor understands and acknowledges that in signing this Agreement the Contractor waives all rights to plead any misunderstandings regarding the same. **In the event of a discrepancy or inconsistency between Contractor's Proposal documents, Contractor's Scope of Services, Fee Summary or any other Contract Documents and this Agreement, this Agreement shall take precedence.**

10. **Ownership of Documents:**

a. **Ownership of Work Product by County.** All work product arising from or relating to the Services, including but not limited to deliverables listed in Exhibit A ("Work Product"), shall be exclusively owned by County and shall be considered works made for hire by Contractor for County. Except as set forth below, County shall exclusively own all United States and international copyrights and all other intellectual property rights in the Work Product.

b. **Vesting of Rights.** With the sole exception of any Preexisting Works, as defined and identified below, Contractor agrees to assign, and upon creation of Work Product automatically assigns, to County, its successors and assigns, ownership of all United States and international copyrights and all other intellectual property rights in such Work Product. This assignment is undertaken in part as a contingency against the possibility that any such Work Product, by operation of law, may not be considered a work made for hire by Contractor for County. From time to time, upon County's request, Contractor and/or its personnel shall confirm such assignments by execution and delivery of such assignments, confirmations of assignments, or other written instruments as County may request. County and its successors and assigns shall have the right to obtain and hold in its own name all copyright registrations and other evidence of rights that may be available for Work Product and any portions thereof.

c. **Preexisting Works.** In the event that any portion of the Work Product constitutes a preexisting work for which Contractor cannot grant to County the rights set forth above, Contractor shall specify below: (1) the nature of such preexisting work; (2) its owner; (3) any restrictions applicable to Contractor's or County's use of such preexisting work; and (4) the source of Contractor's authority to employ the preexisting work in the preparation of the Work Product. Any works that satisfy the above requirements shall be considered as "Preexisting Works." The only Preexisting Works that may be used in any Work Product are the Preexisting Works specified herein, if any, and any Preexisting Works that may be approved in writing by County prior to use.

d. **Grant of License.** Contractor hereby grants to County a non-exclusive, royalty-free, worldwide, perpetual and irrevocable license to the Preexisting Works and to any Contractor source code or other Contractor software utilized in any Work Product or Preexisting Work.

11. **Confidentiality.** Contractor acknowledges that Contractor may, in the course of its

performance under this Agreement, be exposed to or acquire information that is the confidential information of County or County's clients. Any and all (i) County or County client information, (ii) information provided by County and marked confidential, or (iii) information identified as confidential in a separate writing, that becomes available to Contractor in the performance of this Agreement shall be deemed to be confidential information of County ("Confidential Information"). Any reports or other documents or items, including software, that result from Contractor's use of the Confidential Information are also deemed Confidential Information. Contractor agrees to hold Confidential Information in strict confidence, using at least the same degree of care that Contractor uses in maintaining the confidentiality of Contractor's own confidential information, and not to copy, reproduce, sell, assign, license, market, transfer or otherwise dispose of, give or disclose Confidential Information for any purposes whatsoever, except as may be provided elsewhere under this Agreement. Contractor agrees that, upon termination of this Agreement or at County's request, Contractor will turn over to County all documents, papers and other matter in Contractor's possession that embody Confidential Information.

12. **Status of the Project Supervisor.** Mark Lago, Public Works Director, is the Project Supervisor (the "Supervisor"). The Supervisor or their designee shall perform technical inspections of work and shall have authority to stop the work whenever such stoppage shall be necessary to insure proper execution of the Agreement. The Supervisor or his designee may reject all work and materials that do not conform to the Agreement and shall decide questions that arise in the execution of the work. The Supervisor has authority to reject or accept the work.

13. **Prohibition of Discrimination.** In hiring employees for performance of work under this Agreement, no contractor, subcontractor or any person acting on their behalf shall by reason of race, religion, age, color, creed, physical handicap, sex or sexual orientation discriminate against a person who is qualified and available to perform work to which employment relates.

14. **Risk of Loss.** The risk of loss or damage to the subject matter of this Agreement arising from any cause whatsoever, including acts of God, shall be upon the Contractor until such time as the County has accepted the work as provided in this Agreement.

15. **Indemnification.** For professional liability claims, the Contractor shall indemnify and save harmless County and its officers, agents and employees from and against any suits, actions, legal or administrative proceedings, demands, claims, liabilities, fines, penalties, losses, injuries, damages, expenses or costs, including interest and reimbursement of reasonable attorney fees, with any injury to any person or damage to any property to the extent caused by Contractor's or Contractor's subcontractors' negligent performance of work under this Agreement. Contractor will reimburse County for those reasonable legal costs and fees incurred as the result of the Contractor's negligence as determined by a court of competent jurisdiction. For generally liability claims, the Contractor shall indemnify, defend, and save harmless County and its officers, agents and employees from and against any suits, actions, legal or administrative proceedings, demands, claims, liabilities, fines, penalties, losses, injuries, damages, expenses or costs, including interest and reasonable attorney fees with any injury to any person or damage to any property to the extent caused by Contractor or Contractor's

subcontractors' tortious acts under this Agreement.

16. **Nonwaiver.** No waiver of any breach of this Agreement shall be held to be a waiver of any other or subsequent breach. All remedies afforded in this Agreement shall be taken and construed as cumulative, that is, in addition to every other remedy provided therein or by law. The failure of County to enforce at any time any of the terms of this Agreement, or to exercise any option which is provided, or to require at any time performance by Contractor of any of the provisions, shall in no way be construed to be a waiver of such provisions, nor in any way to affect the validity of any part of this Agreement, or the right of County to thereafter enforce each and every provision.

17. **Contractor's Representation.** Contractor, by entering into this Agreement, represents that its proposal for this project is made without connection with any person, firm or corporation making or refraining from making a proposal for the same or similar project and was in all respects fair and without collusion or fraud.

18. **Severability.** Should any clause or section of this Agreement be declared by court to be void or voidable, the remainder of this Agreement shall remain in full force and effect.

19. **Dispute resolution through mediation and arbitration.** Any dispute between the parties to this Agreement, with the exception of payment disputes not attributable to Contractor's negligence or default, shall be resolved according to the following process:

(a) The parties first shall submit to mediation of the dispute to be conducted by a mutually acceptable mediator. If the parties cannot agree on a mediator, they shall request a mediator to be appointed by the U.S. Mediation and Arbitration service or a similar mediation and arbitration service located in Portland, Oregon. The mediator's charges and expenses shall be borne equally by the parties. All other expenses, including attorney fees and costs, shall be borne exclusively by the party requiring the service or for which payment is to be made.

(b) If the dispute is not resolved in mediation, the parties shall then submit the dispute to binding arbitration. Arbitration shall be conducted in accordance with the rules set forth in the Oregon International Commercial Arbitration and Conciliation Act, ORS 36.450 to 36.558, 2007 replacement part. The decision of the arbitrator shall be final and binding on the parties. The party that does not prevail, as determined by the arbitrator, shall pay the arbitrator's fees and expenses in arbitration. All other expenses, including attorney fees and costs, shall be borne exclusively by the party requiring the service or for which payment is to be made.

20. **Attorney fees and costs.** In the event that either party to this Agreement shall take any action, judicial or otherwise, to enforce or interpret any of the terms of this Agreement each party shall be wholly responsible for its own expenses which it may incur in taking such action, including costs and attorney fees, whether incurred in a suit or action or appeal from a judgment or decree therein or in connection with any nonjudicial action.

21. **Governing Law; Jurisdiction; Venue.** This Agreement, and any disputes arising out of or related hereto, shall be governed exclusively by the internal laws of the State of Oregon without regard to its conflicts of laws rules. Any claim, action, suit or proceeding between

County and Contractor that arises from or relates to this Agreement shall be brought and conducted solely and exclusively within the Circuit Court of Oregon for Yamhill County. CONTRACTOR HEREBY CONSENTS TO THE IN PERSONAM JURISDICTION OF THESE COURTS AND WAIVES ANY OBJECTION TO VENUE IN THESE COURTS AND ANY CLAIM THAT THIS FORUM IS AN INCONVENIENT FORUM.

22. **Subcontractors; Assignments.** The Contractor may not engage any subcontractor(s) to perform work under this Agreement without the express written consent of the County. If the County does grant consent, the Contractor covenants and agrees to bind any and all Subcontractor(s) for performance of work under this Agreement. Any reference to Contractor shall include any and all Subcontractor(s) ad infinitum. Neither party may assign any of its rights or obligations hereunder, whether by operation of law or otherwise, without the prior written consent of the other party (not to be unreasonably withheld).

23. **Written changes required.** The rights and duties under this Agreement shall not be modified, delegated, transferred, or assigned, except upon written signed consent of both parties.

24. **Successors bound.** This Agreement shall be binding upon all parties hereto and their respective heirs, executors, administrators, successors, and assigns.

25. **No Third Party Beneficiaries.** Except as expressly provided herein, nothing contained in this Agreement is intended, nor shall it be construed to create rights for the benefit of third parties.

26. **Insurance.** Contractor, at Contractor's own expense, shall obtain the following insurance coverage and keep them in effect during the entire term of this Agreement (except with respect to Professional Liability Insurance, which shall be kept in effect for a period of the term of this Agreement plus two years):

- (a) Workers' Compensation Insurance in compliance with statutory requirements;
- (b) Commercial General Liability Insurance (including contractual liability under an insured agreement and completed operations coverage, and coverage for liability resulting from hazardous substances), on an occurrence basis, with not less than \$2,000,000 per occurrence for bodily injury and property damage liability, with an annual aggregate limit of \$3,000,000.
- (c) Professional Liability Insurance, including Errors and Omissions coverage, with a per claim and aggregate limit of not less than \$1,000,000, to protect against all loss suffered by County or third parties, including financial and consequential loss, caused by error, omission, or negligent acts related to the Project work or Services provided under the Agreement.
- (d) Commercial Automobile Liability Insurance, with a combined single limit, or the equivalent of not less than \$1,000,000 per occurrence, for bodily injury and property damage with respect to Contractor's vehicles, whether owned, hired, or non-owned,

assigned to, or used by Contractor in connection with the Services.

The required insurance coverages shall be (i) with insurance companies admitted to do business in the state of Oregon and rated A or better by Best's Insurance Rating, and (ii) acceptable to County. Evidence of such insurance shall be furnished to the County before commencing the work at the Project site. The certificates of insurance shall indicate (a) the types of insurance coverage, (b) the identity of all persons or entities covered, (c) the amounts of insurance coverage, and (d) the period of insurance coverage. Any required insurance coverage shall provide that it may not be canceled except after at least 30 days written notice to County.

The Commercial General Liability and Commercial Automobile Liability shall (i) name County, its directors, officers, and employees, as additional insureds, (ii) provide that it is primary insurance with respect to the interests of County and that any insurance maintained by County is excess and not contributory, and (iii) include a cross-liability and severability of interest clause and a waiver of subrogation clause.

27. **Counterparts.** This Agreement may be executed by facsimile and in counterparts, which taken together shall form one legal instrument.

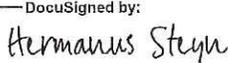
28. **Integration.** This Agreement, along with its Exhibits which are incorporated herein by this reference, constitutes the entire agreement between and among the parties, integrates all the terms and conditions mentioned herein or incidental hereto and supersedes all prior written or oral discussions or agreements between the parties or their predecessors-in-interest with respect to all or any part of the subject matter hereof.

THIS AGREEMENT AND THE CONTRACT DOCUMENTS CONSTITUTE THE ENTIRE AGREEMENT BETWEEN THE PARTIES. NO WAIVER, CONSENT, MODIFICATION OR CHANGE IN TERMS OF THIS AGREEMENT SHALL BIND EITHER PARTY UNLESS IN WRITING AND SIGNED BY BOTH PARTIES. SUCH WAIVER, CONSENT, MODIFICATION OR CHANGE, IF MADE, SHALL BE EFFECTIVE ONLY FOR THE SPECIFIC INSTANCE AND FOR THE SPECIFIC PURPOSE GIVEN. THERE ARE NO UNDERSTANDINGS, AGREEMENTS OR REPRESENTATIONS, ORAL OR WRITTEN NOT SPECIFIED HEREIN REGARDING THIS AGREEMENT. THE CONTRACTOR, BY SIGNATURE OF ITS AUTHORIZED REPRESENTATIVE, HEREBY ACKNOWLEDGES THAT HE/SHE HAS READ THIS AGREEMENT, UNDERSTANDS IT, AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the dates set forth adjacent to their signatures below.

KITTELSON & ASSOCIATES, INC.

YAMHILL COUNTY, OREGON

By: 
 DocuSigned by:
 AAE87D05DE83425...
 (Signature)


 Casey Kulla, Chair

Date: 11/24/2020

Date: 12/3/2020

Hermanus Steyn

(Printed name)



KEN HUFFER
County Administrator

Title: Senior Principal Engineer

Date: 12/04/2020

Fed. Tax I.D. No: 93-0964447

APPROVED AS TO FORM

Contractor
Registration No: _____

By: 

CHRISTIAN BOENISCH,
Yamhill County Legal Counsel

Accepted by Yamhill County
Board of Commissioners on
12/03/20
_____ by Board Order
20-427

Exhibit A

(see attached)

Exhibit A

Scope of Services

North Valley Road – Ribbon Ridge to Albertson Road

November 23, 2020

PROJECT BACKGROUND

North Valley Road is a rural connection between Newberg and Forest Grove (Hwy 240, Hwy 219 and Hwy 47) used by Farmers, Freight, Viticulture Tourists (wineries), and cyclists. The roadway is a narrow, curvy, roadway with no shoulders. The existing asphalt, overlaid within the last decade, has required regular pavement maintenance to address edge settlement and subgrade failures. The road pavement failures are worse in the areas around the flood plain. The roadside ditches on the east side are pinched by adjacent hillsides, and the existing cross-culverts rapidly plug with debris; thus, the road subgrade is frequently inundated. The west side of the road is bordered by a combination of farmed grass fields and flood plain. The roadway is located on the eastern side the Chehalem Creek drainage basin. Overhead power and underground telecommunication lines are present along the west side of the roadway, just off the shoulder of the road.

The corridor Right-of-Way varies between 40' and 60'. The existing road appears to be built outside the existing ROW in 5 locations and is snugged up the left or right side in 6 other locations. Where existing ROW does exist, adjacent owners have built fence lines or are actively farming within the ROW.

PROJECT UNDERSTANDING

This project has three primary goals:

1. Address long-term pavement maintenance with a rehabilitation that addresses roadside drainage ditches and stiffens the subgrade and shoulders where routine pavement failures occur.
2. Widen the roadway to Minor Arterial standards to increase safety and maneuverability for large farm equipment and provide a safer location for bicyclists using this road for recreation.
3. Resolve the roadway encroachment issues by purchasing right-of-way or realigning the road.

This professional & related services contract will be three phases:

- Phase 1 – Field Investigation & Preliminary design: Develop the concept and create a design level cost estimate. This phase will also identify the project work to be completed in-house by County forces.
- Phase 2 – PS&E & Permitting: Create the bid documents and solicit agencies for permits necessary to construct the improvements.
- Phase 3 - Bidding & Construction Support: Support the County in bid advertisement and during construction.

This contract is for Phase 1 only. Phase 2 and 3 will be negotiated separately.

Project Limits:

North Valley Road: Ribbon Ridge to Albertson Road

Side streets: no improvements

Lane Configuration/Geometry:

Minor Arterial Standard: 2-12' travel lanes with 6' paved shoulders.

Water Quality/Quantity:

New ditches will be established to maintain drainage

Franchise Utilities:

Utilities will relocate; the County is not required to reimburse utilities for relocation unless they are in a private easement.

Natural Resources:

Wetlands may be adjacent to the corridor. A delineation will be completed. If wetland fill permits are required, it will be done under a separate contract.

Hazardous Materials:

No Hazardous Materials are anticipated within the project footprint.

Walls:

Minor retaining walls may be required to minimize ROW acquisition. At this time, Ultra block or similar style stacked block walls are anticipated.

Public Involvement/Outreach:

Public Involvement will be a combination of Public Open Houses and special interest group presentations. Due to the alignment and corridor already being established and ROW negotiations involving the adjacent property owners, we assume there will NOT be any project specific citizen or technical advisory committees, or groups created for the project. Assume a County Commissioner and Road Improvement Advisor Committee presentations at a regular meeting or work session are anticipated.

Right-of-Way (ROW):

There are 37 properties adjacent to North Valley Road. Assumed 16 possible files for ROW acquisition to center the road and 21 additional slope or temporary construct easement acquisitions will be required. Phase 1 ROW task is to order property title reports. ROW Acquisition Services will be provided in phase 2.

SPECIFIC SCOPE OF SERVICES

Summary of Work

Survey, engineering design, public involvement/outreach, and ROW acquisition services up through bid award for this project based on the scope of services described herein.

- Task 1.0 Contract Administration (Phase 1)
- Task 2.0 Traffic Analysis (Phase 2)
- Task 3.0 Field Investigations & Reports
 - Task 3.1 Wetland Delineation (Phase 1)
 - Task 3.2 Wetland Permitting (Phase 2)
 - Task 3.3 Geotechnical & Pavement (Phase 2)
- Task 4.0 Surveying & Mapping (Phase 1)
- Task 5.0 Utility Coordination (Phase 2)
- Task 6.0 Public Involvement/Outreach (Phase 1 & 2)
- Task 7.0 Preliminary Design (30%) (Phase 1)
- Task 8.0 Final Design (60%, 90%, & 100% Bid Ready) (Phase 2)
- Task 9.0 ROW Research (Phase 2)
- Task 10.0 Bidding Support (Phase 3)

The duration of this project is assumed to be from December 2020 through May 2021 for the completion of concept design (Phase 1). Phase 2 (PS&E Design & Permitting will occur once the preferred alignment and cross section are selected.

Consultant RESPONSIBILITIES

Task 1.0 Contract Administration (Phase 1)

1.1 Project Management

Consultant will:

- Prepare and maintain a contract and task decision log documenting all proposed changes to the projects (i.e. change orders and notices to proceed) as well as the proposed schedules and deliverables.
- Complete Subconsultant management tasks.
- Prepare monthly invoices and progress reports. Consultant assumes a 4-month timeframe for phase 1.

- Quality control activities will be completed for each deliverable.

1.2 Project Coordination, Communication & Team Meetings

The proposed approach to project coordination during design is to hold project meetings with key project team members and representatives from the County (Project Management Team "PMT"). The Consultant Project Manager will direct all meetings and provide direction to the rest of the team as the project progresses. These meetings will have a specific agenda with a predefined objective and outcome to address and resolve project issues as they are encountered. Agendas will be distributed a minimum of 3-days in advance of the meeting. 3-4 consultant staff will be present at each meeting (PM, Lead Engineer, and rotating discipline staff)

- During Phase 1, It is assumed that monthly in-person PMT coordination meetings (2 hours each) will be held during the design phase of the project (4-month time frame). Meetings to be held virtually, with up to 2 of the meetings held at the County.
- Weekly telephone conference calls with the Project Team (1 hour each)

1.3 Project Scheduling

Consultant will prepare a project schedule at the on-set of design. Quarterly updates will be provided with a bi-weekly look-ahead updates.

Task 1.0 Deliverables:

- *Contract/Task Decision Log*
- *Monthly Progress Reports*
- *Quality Management Plan*
- *Monthly Invoices*
- *Quarterly Project Schedule Updates and Bi-Weekly Look-Ahead Updates*
- *Meeting Agendas*

Task 2.0 Traffic Analysis (Phase 2)

2.1 Traffic Memo

Consultant shall:

- Prepare a summary technical memorandum describing the anticipated traffic volumes and heavy truck percentages for use in Pavement design (task 3). Previous traffic studies for adjacent developments will be utilized, no new traffic counts will be collected.

Task 2 Deliverables:

- *Summary Technical Memorandum of traffic data (.pdf)*

Task 3.0 Field Investigations & Reports

3.1 Wetland Delineation - (Phase 1)

The project contains anticipated wetland impacts, which may trigger the US Army Corps of Engineers, and the Oregon Department of State Lands regulations.

Consultant will conduct a wetland delineation using the required criteria and methodologies of the Corps of Engineers *Wetland Delineation Manual Technical Report Y-87-1* (Environmental Laboratory, 1987) and the *Western Mountains, Valleys and Coast Region* regional supplement to the 1987 Manual. This manual provides the guidelines and methodology for defining the limits of wetlands and waterways. Consultant will flag the wetland boundaries, to be incorporated into the topographic survey. The flags will be numbered to facilitate the survey.

If wetland impacts are unavoidable the following permits will be required, as a separate contract.

- **US Army Corps of Engineers (Corps)** –The project will likely require a Nationwide Permit to address impacts to wetlands or waters of the US.
- **Oregon Department of State Lands (DSL)** – The project will likely require a Removal-Fill Permit or General Authorization to address impacts to wetland and waters of the state.

3.2 Wetland Permitting – (Phase 2)

In the event wetland impacts are unavoidable, permits and approvals will be required from the Oregon Department of State Lands (DSL), the US Army Corps of Engineers (Corps), the National Marine Fisheries Standards (NMFS), and the Department of Environmental Quality (DEQ).

Consultant will:

- Prepare a joint permit application (JPA). The JPA will contain information on the proposed project; its purpose and need; details of the design and construction methods; an erosion control plan; a stormwater plan; the names of adjacent landowners; and the signature of a local planner.
- If wetland impacts are greater than 0.5 acres, Consultant will prepare an Alternatives Analysis report
- Prepare all permitting graphics for the JPA using 60% plans in a format compatible with AutoCAD
- Prepare a stormwater plan that will describe how the project meets NMFS' Standard Local Operating Procedures for Endangered Species (SLOPES) Version V.
- Conduct a wetland functional assessment using the Oregon Rapid Wetland Assessment Protocol (ORWAP)
- Facilitate a meeting with state and federal agencies to discuss the project and stay in frequent contact with agencies to ensure timely issuance of all permits and approvals
- Facilitate the purchase of credits from a local wetland mitigation bank
- Respond to any comments received through the public comment process

Assumptions:

- If a creek is impacted, Consultant will conduct a stream assessment using the Stream Functional Assessment Method (SFAM) under separate contract
- If a cultural resources survey is required, an archaeological survey and report will be conducted and prepared under separate contract
- Permitting fees will be paid by the County

3.3 Geotechnical and Pavement Field Explorations & Lab Testing (Phase 2)

The geotechnical and pavement investigation will be performed to provide recommendations for design and construction of the intersection within the project limits. The geotechnical and pavement project elements are limited to pavement rehabilitation, pavement reconstruction or new construction, slope stability, and minor retaining walls with the following scope:

- Obtain and review available information regarding the existing road section within the project area, if available.
- Review available geologic and geotechnical information for the project vicinity.
- Conduct a geologic reconnaissance of affected slope areas at the site to observe ground and landslide features (4 historic landslides along the corridor).
- Complete drilled borings in areas where cuts will be made into existing slopes and at potential retaining wall locations. In general, we expect borings to extend to average depths of 20 to 30 ft with a maximum of 60) feet below ground surface (BGS) if soft soils are encountered deep in the exploration. Subsurface information collected from borings will be used to evaluate slope stability and retaining wall design criteria. In order to adequately characterize subsurface conditions along the slope, borings will be located at the bottom and top of slopes (if accessible). A limited access drill rig could be required to perform borings in sloped areas that are densely vegetated. Up to twenty (20) boring locations are estimated.
 - Obtain soil samples at 2.5-foot intervals.
 - Maintain a detailed log of the soil and groundwater conditions encountered in the explorations. Materials will be classified in general accordance with ASTM D2488.
- Conduct a visual distress survey of the existing pavement, including logging the extent and severity of moderate to severe distresses. Mark coring locations in the field.
- Obtain one-call utility locates for explorations and obtain permits through the County.
- Provide traffic control during field explorations through a qualified subcontractor.
- Conduct Falling Weight Deflectometer (FWD) tests at 100-foot intervals in the outside wheel path of the travel lanes of existing pavement. FWD tests in adjacent lanes will be offset by approximately 50 feet.
- Complete diamond core and solid-stem auger pavement borings within the road surface to depths of approximately 5.0 feet below ground surface for use in pavement widening and rehabilitation design.
 - Up to 16 locations are estimated (alternating sides of the road)
 - When appropriate, cores will be located at pavement cracks.

- Conduct the following laboratory tests using soil samples obtained from the explorations:
 - Up to 30 moisture content tests in general conformance with American Society for Testing and Materials (ASTM) D 2216
 - Up to three Atterberg limit tests in general conformance with ASTM D 4318
 - Up to four tests for material passing the U.S. No. 200 sieve in general conformance with ASTM D 1140.
 - Up to one direct shear test to evaluate soil shear strength in general conformance with ASTM D 3080

Assumptions:

- Environmental permitting will not be required for the field work related to geotechnical investigations.
- The drill cuttings are not contaminated and may be disposed of off-site by our drilling subcontractor; the County will be notified of the final disposal site. If the drill cuttings appear to be contaminated, the County will be informed immediately, and Consultant will take necessary action upon authorization. Any standby time has not been included in our cost estimate and will be billed on a time-and-expenses basis in accordance with the attached Fee Schedule
- Road widening adjacent to wetlands will occur on the upslope side of the road and significant downslope fills will not be required.
- Flagging and traffic control for drilling and FWD testing will be subcontracted.
- The FWD testing, coring, and boring explorations will be performed Monday through Friday between the hours of 8 AM and 5 PM.
- The project team will provide 48-hour traffic classification counts and an annual growth rate
- Permit fees will be waived by the County.
- In areas where borings need to be conducted on private property, access will be arranged by others.

3.4 Geotechnical and Pavement Design (Phase 2)

The geotechnical and pavement design report will include the following:

- Earthwork, including cut and fill slopes, wet-weather construction, and suitability of on-site soils for use as structural fill.
- Foundation design criteria for retaining walls; including suggested wall types, recommended earth pressure values, allowable bearing values and estimated settlements.
- Evaluation of slope stability in areas where excavation will occur at the toe of a slope and recommendations for stabilization, if necessary.
- Analyze the FWD data to back calculate the in-situ resilient modulus of the subgrade soils and the effective structural number of the existing pavement structure.
- Estimate the traffic loading by calculating equivalent single-axel loads based on 48-hour traffic classification counts provided by the project team for a 20-year design period.
- Evaluate rehabilitation and new construction or reconstruction options based on FWD testing, subgrade conditions, soil borings, laboratory results, and traffic data.

- Provide up to 3 pavement design recommendations for rehabilitation and new construction or reconstruction. Including rehabilitation with overlay/inlay and new construction, or reconstruction with asphalt concrete.
- Project management including attendance at a project kick-off meeting and discussions with the design team and the County.

Task 3 Deliverables

- *Wetland Delineation Flagging & Map*
- *Joint Permit Application (ACOE 404 Permit) - CONTINGENCY*
- *Field Exploration Work Plan (.pdf)*
- *Draft & Final Geotechnical & Pavement Report (.pdf)*

Task 4.0 Surveying & Mapping (Phase 1)

This task will complete a design level topographic and boundary survey using a combination of aerial UAS technology and traditional field crews.

4.1 Topographic Survey

The project's survey limits will include:

- North Valley Road, 200' South of Ribbon Ridge, 200' north of Albertson Road
 - 25' outside existing ROW, up to buildings on flat land
 - 100' up slopes or to top of slope plus 25'.
 - 75' of private driveways.

Consultant will complete a topographic survey in English units for the project area.

- Features to be shown include trees 2" (two-inches) or more in diameter-at-breast-height (dbh), utilities, utility poles, overhead wires, fences, area lights, culverts, driveways (including width and length), walks, crown line of streets, edge of pavement, ditches, traffic and other permanent signs, and structures as accessible.
- Underground features such as utility line sizes, rim elevations, invert elevations, fuel tanks, wells, septic tanks, and drain fields will be shown as indicated by surface features and other information including as-built drawings and utility company data.
- Existing striping will be located where needed to design the project striping.
- Photos of site conditions will also be taken.
- A geo-referenced drone aerial image will be included with the survey.

Reference the network and all mapping to the Yamhill County approved vertical datum. The Vertical Datum will be North American Vertical Datum of 1988 (NAVD88), Horizontal will be North American Datum of 1983 (NAD 83) Oregon North State Plane Coordinates. The field topographic data will be

incorporated into an English topographic survey base map and digital terrain model utilizing AutoCAD Civil 3D.

4.2 Horizontal Control, Monument Recovery, and Pre-Construction Record-of-Survey (Phase 1)

Consultant will:

- Retrace all existing rights-of-way within the project corridor. Consultant shall search all survey records on file with Yamhill County, to reestablish existing centerlines of each right-of-way.
- Research deeds and Record Surveys, including but not limited to all property surveys, county road surveys, original county road resolutions, section corner surveys, and Donation Land Claim (DLC) surveys.
- Keep all copies of the research data collected, including but not limited to surveys, deeds, assessors' maps, county road maps, government corner surveys, and horizontal and vertical control data sheets Consultant's Project file. Consultant shall provide all project-related data and records to the County at the end of the project.
- Survey found property corners, property line fences and the existing edges of pavement to establish existing road centerlines and rights-of-way. Consultant shall tie at least one (1) Public Land Survey System (PLSS) corner as necessary to show a relationship to the road centerlines. Consultant shall provide at least one (1) PLSS corner tie for ROW descriptions and the filing of a Record Survey.
- Show adjacent property lines and existing rights-of-way on the Project Base Map using Consultant's ROW retracement. Consultant shall prepare and file a Pre-Construction Record of Survey conforming to all applicable County standards with the County Surveyor's office. To perpetuate monument locations as required under ORS 209.155. Scale for survey map will be 1"=40', or as approved.

Task 4 Deliverables

- *Topographic Base Map (.dwg (C3D v.2020)*
- *Orthorectified Aerial Image*
- *Draft Pre-Construction Record of Survey (.pdf)*
- *50' Centerline PK Nail markers*
- *Final Pre-Construction Record of Survey (hardcopy submittal to County for Filing)*
- *Legal Descriptions and Exhibits (37) (.pdf) – Future Amendment*
- *ROW Staking (37 files) – Future Amendment*

Task 5.0 Utility Coordination (Phase 2)

5.1 Utility Coordination

Consultant will initiate coordination with utilities and incorporate utility provided relocation plans into the design documents. The locations and elevations of existing utilities and options for resolving conflicts will be investigated. This work will include working with the County and utility companies to "pothole" crossings and other areas to identify and eliminate conflicts. It is expected that potholing will be provided by the utility companies and the Consultant will provide field survey. Once "potholing" data

*Master Scope of Services
North Valley Road: Ribbon Ridge to Albertson Rd
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is obtained and mapped, the Consultant will provide it to the agency or company that owns and operates the utility.

Consultant will:

- Host a Utility Coordination Meeting at the County offices, inviting all known utility owners in the corridor, to confirm completeness of the one-call locates and to begin relocation and undergrounding design. This meeting will occur after the topographic survey (Task 2.2) is complete.
- Prepare a Utility Conflict Report and send utility conflict letters to the affected utility companies describing the conflicts that exist, and the required adjustment to eliminate the conflict. A spreadsheet of centerline reference points and elevations will be provided to utility companies for use in excavating existing utilities (potholing) at points of potential conflicts. Consultant will also provide the conflict list to an independent potholing service who will provide quotes to the utilities and coordinate with the Project team to aid in gathering pothole data. The schedule for making the necessary adjustment ahead of the beginning of road construction will be identified.
- Provide data for survey utility staking (task 4.3) of the conflict locations to aid utilities in potholing their facilities.
- Review pothole data provided by the utilities and make recommendations (i.e., Subsurface Utility Engineering) to the stormwater design to minimize utility relocation.
- Prepare a Utility Relocation Letter of conflict for each utility notifying them of unavoidable conflicts with a mandatory relocation date.

Task 5 Deliverables

- *Utility Coordination Meeting Notes (.pdf)*
- *Utility Conflict Report (.pdf)*
- *Color Coded Existing Utility Map (.pdf)*
- *Utility Relocation Letter (.pdf)*

Task 6.0 Public Involvement/Outreach (Phase 1 & 2)

Public involvement will be carried out in parallel with other alternative development activities. This task includes the work necessary to conduct a variety of public involvement activities. It is assumed the program will consist of open houses, community events, and presentations to County Council. Phase 1 Public Outreach will consist of 1 public open house, a presentation to RIAC, and a presentation to County Council. Phase 2 will include one public open house prior to Right-of-Way acquisition.

6.1 Open Houses

Consultant will:

- Prepare for and attend two (2) public open-houses (Virtual or in-person) designed to present the current design of the project. It is anticipated that open houses will be held at the 30% (Phase 1) and 60% stages (Phase 2).
- Prepare invitations for County to distribute.

6.2 Outreach & Presentations

Consultant will prepare for and attend up to four (4) special interest/private citizen meetings and two (2) County Commissioner or Road Improvement Advisory Committee (RIAC) meetings to present the current design of the project.

Phase 1 – RIAC Meeting Presentation & 2 special interest meetings

Phase 2 – 2 special interest meetings and County Commission presentations

Task 6.0 Deliverables:

- *Open House Plans and Meeting Summaries (2)*
- *Open House Graphics (Strip Map, typical section board, 3D visualizations, timeline)*
- *Small Group Outreach Meeting (up to 6 meetings, 1-hour in duration)*

Task 7.0 Preliminary Design (30%) (Phase 1)

7.1 Culvert & Ditch Assessment

Consultant will conduct site inspection with a member of the County Public Works crew to review the locations and functional assessment of existing culverts and ditches along the corridor. This data will be added to the survey topographic base.

7.2 Alignment and Grade (30% submittal)

This task will develop a preferred alternative alignment for the roadway

Consultant will:

- Create a baseline corridor plan utilizing the existing roadway centerline and Minor Arterial cross section. This baseline plan will be used to identify conflict areas of significant grading, potential wetlands, and right-of-way impacts. Up to 10 areas (500' lengths) will be evaluated for alternatives to minimize impacts. The activity includes but is not limited to reducing the roadway to 28' and shifting the roadway east, west or centered on the ROW line. Consultant will make recommendations of modifications of the typical section to avoid significant trees, wetlands, properties, or utilities.
- Prepare up to 5 design exception applications for County approval. Design exceptions are anticipated for reduced roadway width, substandard vertical curves, or substandard horizontal curves. Consultant assumes each location of substandard feature will require a unique design exception.
- Provide an evaluation matrix of the alternatives to compare impacts and benefits of the alternatives. Evaluation criteria will be determined by the County.

- Collaborate with County staff to determine the preferred alternative.

7.3 Construction Estimate

Consultant will provide quantities and 30% design construction cost estimates with each alternative.

Task 7.0 Deliverables:

- Design Charrette meeting minutes
- Conceptual Strip Maps
- Alternatives Analysis Documentation
- 30% Strip Map of Preferred Alternative (one electronic copy in PDF form and one paper copies)
- Design Exception Request (.pdf)
- Alternatives & Analysis (one electronic copy and 3 bound copies)
- Cost Estimate

Task 8.0 Final Design (60%, 90% and 100% Bid Ready) (Phase 2)

The outcome of Task 7 (i.e., preferred alternative) will be the foundation for proceeding with the plan production of the preferred design. This task includes the final construction documents necessary to solicit permits and advertise for construction bids. We anticipate the following construction sheets being required:

Sheet Series Title	Number of Sheets
Cover, Legend, Index	2
Typical Sections	2
Details	3
Grading & Erosion Control (1"=100)	16
Traffic control/Staging Plan	16
Plan & Profile (1"=60')	25
Retaining Walls	8
Total	72
25' Earthwork Cross Sections	100

8.1 Roadway Construction Plans (60%, 90%, and 100% Bid Ready)

Consultant will prepare construction drawings for the described improvements. The following tasks will complete the final construction plans for the project:

- Before beginning any final construction plans, the project team will meet with County staff to refine design elements identified during the preliminary design and to focus on the parameters of the design.
- Prepare and organize all construction drawings. Identify which County standard drawings are needed. The construction plans format will be in accordance with County standards. Details will show pay limits for the bid items.
- Design plans will show the existing locations of manholes, catch basins, valves, culverts, utility poles, utility lines (alignment, size, invert elevation, and depth), existing easements, utility lines and sizes, property corners, and approximate property lines.
- Finalize signing & striping plans
- Finalize street plans. Plans will show proposed right-of-way and easement lines.
- Provide signed electronic PDF's of the contract plans.
- Provide digital copies of all deliverables. Plans will be prepared in AutoCAD Civil 3D format.

8.2 Retaining Wall Plans (60%, 90%, and 100% Bid Ready)

Consultant will prepare plan and profiles for each retaining wall. Typical sections for the walls will be generated based on the recommendations of the Geotechnical Report in task 3.

8.3 Temporary Traffic Control Plans (60%, 90%, and 100% Bid Ready)

Once a preferred alternative for traffic control is selected in task 7.1, consultant will prepare the appropriate plan set (staging or detour)

8.4 Erosion Control Permit

Consultant will:

- Coordinate erosion control measures with the County early in design.
- Create Grading & Erosion Control Plans
- Prepare the 1200-C application for submittal to DEQ.

8.5 Earthwork Cross Sections & AMG Model Preparation

Consultant will prepare 25' cross sections of the proposed improvements: finish grade, and subgrade; including showing the Right-of-way & easements, and storm system. Prepare grade sheets of the design for the contractor's and inspector's use. A CAD File of the design terrain model will be prepared for the contractor's use in Automated Machine Control Grading.

8.6 Construction Specifications (60%, 90% and 100% Bid Ready)

Consultant will prepare the technical specifications following the ODOT/APWA format. An outline of the anticipated specification sections and any special/unique sections will be submitted with the 60% design. At the 90% submittal, the technical specifications and bid documents will be bound into a formatted, comprehensive document. It is assumed the ODOT 2021 Specification template will be used. County will provide front-end bid documents.

8.7 Construction Estimates (60%, 90% and 100% Bid Ready)

Consultant will provide quantities and construction cost estimates for the 30%, 90%, and 100% submittals.

Task 8.0 Deliverables:

- 60%, 90% & 100% Construction Plans (one electronic copy in PDF. form and four paper copies per submittal)
- Erosion Control Permit Application (PDF form)
- Roadway Cross Sections (one electronic copy in PDF. form and four paper copies per submittal)
- Construction DTM (.DWG and .XML)
- Construction Specifications (60% (Section list only), 90% and 100% Bid Ready) (one electronic copy in .PDF form and four paper copies per submittal)
- Construction Estimates (60%, 90%, and 100% Bid Ready) (one electronic copy in PDF. form and four paper copies per submittal)

Task 9.0 Right-of-Way Research (Phase 1)

This task is for preliminary research and identification of ROW acquisition needs. A contract amendment will be authorized for Right-of-Way Acquisition services after acquisition areas are better identified. It is assumed the ROW Agent will attend two (2) project meetings and one Public Open Houses.

9.1 Right-of-Way Research

Consultant will complete right-of-way research (up to 37 preliminary title reports) as needed to locate and identify existing easements and property ownership. Reimbursable expenses include \$350 per property for a Title Report.

Task 9.0 Deliverables:

- Preliminary Title Reports (37 files)

Task 10.0 Bidding Support (Phase 2)

This task is through bidding only. A contract amendment will be authorized for construction engineering and support.

10.1 Bidding Support

Consultant will assist the County as directed during the bidding process, limited to the total person-hours itemized in the fee proposal which shall not be exceeded unless modified by contract amendment. Scope includes, but is not limited to:

- Respond to bidder's questions to clarify intentions of design documents.
- Prepare text of any addenda determined to be necessary by the County.
- Prepare plan modification details for use in addenda

Task 10.0 Deliverables:

- Bid addendum documentation and revisions

Reimbursable Expenses:

The reimbursable budget estimate is based on our experience with this project type and the governing agencies. It is an estimate only. Additional budget may be necessary to complete the project.

Customary reimbursable expenses mean the actual expense incurred in direct connection with the project. Vehicle mileage is reimbursed at the current IRS rate for project related travel.

The following project related expenses are reimbursed at cost:

- External Reproduction Services
- Travel Expenses, other than private vehicle mileage
- Express Postage
- Other Direct Expenses (survey filing fees; project specific supplies, etc.)

ASSUMPTIONS

The Consultant has made the following additional assumptions related to this project.

1. All permits and application fees will be paid by the County, or as a reimbursable expense at cost.
2. Construction Staking performed by Construction Contractor.

COUNTY'S RESPONSIBILITIES

The County will:

1. Coordinate the relationship with other jurisdictions involved in the project, with adjacent property owners and with the general public.
2. Provide County standard drawings and details when possible.
3. Assist in utilities coordination and facilitate the timely receipt of utility data from the private utility companies.
4. Maintain the public involvement mailing list, obtain public meeting facilities, refreshments, and project press releases.
5. Pay all fees for the project (DEQ Permit, County Surveyor Filing, etc.)
6. Conduct all construction management and primary inspection for the project.

North Valley Road: Ribbon Ridge to Albertson Road
Yamhill County
PROFESSIONAL SERVICES - HOURLY BREAKDOWN

November 23, 2020

Kittelson & Associates

Fee Summary

Task		KAI Totals	GeoDesign	S&F Land Services	Pacific Habitat Services	EPIC Land Solutions	Total
Task 1.0 Project Management, Project Coordination, and Project Scheduling							
1.1	Contract Administration	\$3,580.00	\$0.00	\$1,320.00	\$860.00	\$220.00	\$5,980.00
1.2	Project Coordination, Communication & Team Meetings	\$8,800.00	\$0.00	\$1,040.00	\$4,280.00	\$0.00	\$14,120.00
1.3	Project Scheduling	\$1,000.00					\$1,000.00
Total Cost This Task		\$13,380.00	\$0.00	\$2,360.00	\$5,140.00	\$220.00	\$21,100.00
Task 2.0 Traffic Analysis							
2.1	Traffic Memo	\$0.00					\$0.00
Total Cost This Task		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Task 3.0 Field Investigations, Reports, and Studies							
3.1	Welland Delineation	\$250.00			\$26,835.00		\$27,085.00
3.3	Geotechnical and Pavement Field Explorations & Lab Testin	\$0.00	\$0.00				\$0.00
3.4	Geotechnical & Pavement Design	\$0.00	\$0.00				\$0.00
Total Cost This Task		\$250.00	\$0.00	\$0.00	\$26,835.00	\$0.00	\$27,085.00
Task 4.0 Surveying & Mapping							
4.1	Topographic Survey	\$600.00		\$63,910.00			\$64,510.00
4.2	Horizontal Control, Monument Recovery, and Preconstrucio	\$250.00		\$26,620.00			\$26,870.00
4.3	Right-of-Way Descriptions & Exhibit Maps	\$0.00		\$0.00			\$0.00
4.4	Right-of-Way Staking	\$0.00		\$0.00			\$0.00
Total Cost This Task		\$850.00	\$0.00	\$90,530.00	\$0.00	\$0.00	\$91,380.00
Task 5.0 Utility Coordination							
5.1	Utility Coordination	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Cost This Task		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Task 6.0 Public Involvement							
6.1	Open Houses	\$5,840.00				\$0.00	\$5,840.00
6.2	Outreach & Presentations	\$2,900.00					\$2,900.00
Total Cost This Task		\$8,740.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,900.00
Task 7.0 Preliminary Design							
7.1	Ditch & Culvert Analysis	\$3,000.00					\$3,000.00
7.2	Alignment & Grade	\$37,880.00					\$37,880.00
7.3	Construction Estimate	\$3,110.00					\$3,110.00
Total Cost This Task		\$43,990.00	\$0.00	\$0.00	\$0.00	\$0.00	\$43,990.00
Task 8.0 Final Design (60%, 90% & 100% Bid Ready)							
8.1	Roadway Construction Plans	\$0.00					\$0.00
8.2	Retaining Wall Plans	\$0.00					\$0.00
8.3	Temporary Traffic Control Plans	\$0.00					\$0.00
8.4	Erosion Control Plans & Permit	\$0.00					\$0.00
8.5	Earthwork Cross Sections & AMG Model Preparation	\$0.00					\$0.00
8.9	Construction Specifications (60%, 90% & 100% Bid Ready)	\$0.00					\$0.00
8.10	Construction Estimates(60%, 90% & 100% Bid Ready)	\$0.00					\$0.00
Total Cost This Task		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Task 9.0 ROW Acquisition							
9.1	ROW Research	\$0.00	\$0.00	\$0.00	\$0.00	\$1,080.00	\$1,080.00
9.2	Right-of-Way Map	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Cost This Task		\$0.00	\$0.00	\$0.00	\$0.00	\$1,080.00	\$1,080.00
Task 10.0 Construction Support							
10.1	Bidding Support	\$0.00	\$0.00				\$0.00
Total Cost This Task		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
PROJECT SUMMARY							
Total Project Hours		381.0	0.0	954.0	273.0	14.0	
Total Salary Cost		\$67,210.00	\$0.00	\$92,890.00	\$31,975.00	\$1,300.00	\$193,375.00
Reimbursables Subtotal		\$843.88	\$0.00	\$300.00	\$484.50	\$12,950.00	\$14,578.38
Total Fee		\$68,053.88	\$0.00	\$93,190.00	\$32,459.50	\$14,250.00	\$207,953.38
PROJECT TOTAL							\$207,953.38