



**CITY OF VANCOUVER
SERVICES AGREEMENT
No. C-100969**

This Services Agreement (hereinafter referred to as the “Agreement”) is entered into by and between the City of Vancouver, Washington, a municipal corporation organized under the laws of the State of Washington, (hereinafter referred to as the "City") and MacKay Spositio Inc (hereinafter referred to as the "Contractor"). The City and Contractor may be collectively referred to herein as the “parties” or individually as a “party”.

WHEREAS, the City desires to engage the Contractor to perform services as described in this Agreement; and

WHEREAS, the City advertised and issued a Request for Qualifications, numbered 10-22 (hereinafter referred to as the “solicitation”) and after evaluation of the Contractor’s responsive proposal, found the Contractor be capable of performing the required services; and

WHEREAS, the Contractor represents by entering into this Agreement that it is fully qualified to perform the services described herein in a competent and professional manner, and to the full satisfaction of the City.

NOW, THEREFORE, in consideration of the terms, conditions, covenants, and performance contained herein, or attached and incorporated and made a part hereof, the parties hereto agree as follows:

- 1. SCOPE OF WORK:** The Contractor agrees to provide the City all services and materials set forth below and in the scope of work identified in Attachment "A", and as further described in the City’s solicitation, and the Contractor’s responsive proposal to the City’s solicitation, (collectively referred to herein as the “work”) which are each incorporated herein by this reference, and made a part of this Agreement as if fully set forth herein.

Contractor to provide professionals services for improvements for the Main Steet Streetscape Project – 5th St to 15th St.

All work must be authorized and approved by the City's Project Manager before any work can begin. The Contractor shall approach each project in a manner consistent with its usual customary business practices. The Contractor shall actively seek collaborative input from City staff.

2. **COMPENSATION:** Payment to the Contractor for the work described in this Agreement shall not exceed \$2,512,543.19 USD.

This payment shall be maximum compensation for the work and for all labor, materials, supplies, equipment and incidentals necessary to complete the work as set forth herein, and it shall not be exceeded without the City's prior written authorization in the form of a negotiated and executed amendment.

Compensation is limited to the amount specified for each specific task and/or sub-task, unless amended in writing. The City requires the Contractor to complete the work stated within the number of hours stated for each task, and/or sub-task, or the lump sum amount. If compensation is made on an hourly basis and the work requires fewer hours than those estimated, the Contractor will be paid for the actual worked hours necessary to complete that task and/or sub-task. If the Contractor underestimated the number of hours required to perform the work, the Contractor shall be paid up to the maximum number of hours stated for the task and/or sub-task. Compensation may be amended, at the City's sole discretion, for documentable circumstances not reasonably foreseeable to either party at the time the task and/or subtask is initiated, or for changes to the scope of work or deliverables requested by the City. All deliverables must be acceptable to the City, at the sole discretion of the City.

3. **PAYMENT FOR CONTRACTOR SERVICES:** The Contractor shall submit monthly invoices to City covering both professional fees and project expenses, if any, for fees and expenses from the previous month. Payments to Contractor shall be net thirty (30) days.

The City reserves the right to correct any invoices paid in error. The Contractor shall be paid according to the rates set forth below within Attachment "A", incorporated herein by this reference, and made a part of this Agreement as if fully set forth herein.

City and Contractor agree that any amount paid in error by City does not constitute a rate change in the amount of the contract. The City's contract/purchase order (PO) number given on the notice to proceed **must** be referenced on any invoice submitted for payment.

4. **TERM OF AGREEMENT:** The term of this Agreement shall commence on August 22, 2022 and continue until August 21, 2027. Unless directed otherwise by the City, Contractor shall perform the work in accordance with any schedules made a part of this Agreement.

- 5. ORDER OF PRECEDENCE:** Where there is a conflict among or between any of these documents, the controlling documents shall be the first listed in the following sequence: Amendments to this Agreement; this Agreement; Contract Purchase Orders; the Contractor's responsive proposal to the City's solicitation, and the City's solicitation.
- 6. RELATION OF PARTIES:** The Contractor, and its subcontractors, agents, employees, or other vendors contracted by the Contractor to provide services or other work for the purpose of meeting the Contractor's obligations under this agreement (collectively referred to as "subcontractors"), are independent contractors performing professional services for the City and are not employees of the City. The Contractor and its subcontractors shall not, as a result of this Agreement, accrue leave, retirement, insurance, bonding or any other rights, privileges, or benefits afforded to City employees. The Contractor and its subcontractors shall not have the authority to bind City in any way except as may be specifically provided herein.
- 7. E-VERIFY:** The Contractor shall enter into and register a Memorandum of Understanding with the Department of Homeland Security E-Verify program within sixty (60) days after execution of this Agreement. The Contractor shall ensure all Contractor employees and any subcontractors assigned to perform work under this Agreement are eligible to work in the United States. The Contractor shall provide verification of compliance upon the request of the City. Failure by the Contractor to comply with this subsection shall be considered a material breach.
- 8. DELAYS AND EXTENSIONS OF TIME:** If the Contractor is delayed at any time in the progress of the work covered by this Agreement, by any causes beyond Contractor's control, the time for performance may be extended by such time as shall be mutually agreed upon by the Contractor and the City and shall be incorporated in a written amendment to this Agreement. Any request for an extension of time shall be made in writing to the City.
- 9. OWNERSHIP OF RECORDS AND DOCUMENTS:** Any and all work product prepared by the Contractor in the course of performing this Contract shall immediately become the property of the City. In consideration of the compensation provided for by this Agreement, the Contractor hereby further assigns all copyright interests in such work product to the City. A copy may be retained by the Contractor. Previously owned intellectual property of Contractor, and any know-how, methodologies or processes used by the Contractor to provide the services or project deliverables under this Agreement shall remain property of the Contractor.
- 10. TERMINATION FOR PUBLIC CONVENIENCE:** The City, at its sole discretion, may terminate this contract for convenience at any time for any reason deemed appropriate. Termination is effective immediately upon notice of termination given by the City.

In the event this Agreement is terminated prior to the completion of work, the Contractor will only be paid for the portion of the work completed at the time of termination of the Agreement.

11. TERMINATION FOR DEFAULT: If the Contractor defaults by failing to perform any of the obligations of the Agreement, including violating any law, regulation, rule or ordinance applicable to this Agreement, or becomes insolvent or is declared bankrupt or commits any act of bankruptcy or insolvency or makes an assignment for the benefit of creditors, the City may, by depositing written notice to the Contractor in the U.S. mail, postage prepaid, terminate the Agreement, and at the City's option, obtain performance of the work elsewhere.

If the Agreement is terminated for default, the Contractor shall not be entitled to receive any further payments under the Agreement until all work called for has been fully performed. Any extra cost or damage to the City resulting from such default(s) shall be deducted from any money due or coming due to the Contractor. The Contractor shall bear any extra expenses incurred by the City in completing the work, and all damage sustained, or which may be sustained by the City by reason of such default.

If a notice of termination for default has been issued and it is later determined for any reason that the Contractor was not in default, the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to the termination for public convenience paragraph herein.

12. OPPORTUNITY TO CURE: The City at its sole discretion may in lieu of a termination allow the Contractor to cure the defect(s), by providing a "Notice to Cure" to Contractor setting forth the remedies sought by City and the deadline to accomplish the remedies. If the Contractor fails to remedy to the City's satisfaction the breach or default of any of the terms, covenants, or conditions of this Contract within the time stated time, the City shall have the right to terminate the Contract without any further obligation to the Contractor. Any such termination for default shall not in any way operate to preclude the City from also pursuing all available remedies against the Contractor and its sureties for said breach or default, including but not limited to termination of this Contract for convenience.

13. COMPLIANCE WITH THE LAW: The Contractor agrees to comply with all relevant, Federal, State, and Municipal laws, rules, policies, regulations or ordinances in the performance of work under this Agreement.

14. CITY BUSINESS AND OCCUPATION LICENSE: The Contractor will be required to obtain a business license when contracting with the City unless allowable exemptions apply. The Contractor shall contact the State of Washington Business License Service (BLS) at: <http://bls.dor.wa.gov/file.aspx>, or by phone at 800-451-7985, or go to www.bls.dor.wa.gov/cities/vancouver.aspx or www.cityofvancouver.us/businesslicense, to

determine whether a business license is required pursuant to the Vancouver Municipal Code (VMC) Chapter 5.04.

15. LIABILITY AND HOLD HARMLESS: The Contractor agrees to indemnify, defend, save and hold harmless the City, its officials, employees and agents from any and all liability, demands, claims, causes of action, suits or judgments, including costs, attorney fees and expenses incurred in connection therewith, of whatsoever kind or nature (including patent infringement or copyright claims) to the extent arising out of, or in connection with, or incident to, the negligent performance or willful misconduct pursuant to this Agreement. This indemnity and hold harmless shall include any claim made against the City by an employee of Contractor or subcontractor or agent even if Contractor is thus otherwise immune from liability pursuant to the workers' compensation statute, Title 51 Revised Code of Washington (RCW), except to the extent that such liability arises from the concurrent negligence of both the City and the Contractor, such costs, fees and expenses shall be shared between the City and the Contractor in proportion to their relative degrees of negligence. The Contractor specifically acknowledges the provisions contained herein have been mutually negotiated by the parties and it is the intent of the parties that the Contractor provide the broadest scope of indemnity permitted by RCW 4.24.115. The Contractor is an independent contractor and responsible for the safety of its employees.

16. INSURANCE: The Contractor shall obtain and keep in force during the entire term of this agreement, liability insurance against any and all claims for damages to person or property which may arise out of the performance of this Contract whether such work shall be by the Contractor, subcontractor or anyone directly or indirectly employed by either the Contractor or a subcontractor.

All liability insurance required herein shall be under a Comprehensive or Commercial General Liability and business policies.

COVERAGE	LIMITS OF LIABILITY
I. Commercial General Liability:	
Policy shall include Bodily Injury, Property Damage, Personal Injury and Broad Form Contractual Liability	
Each Occurrence	\$1,000,000
General Aggregate Per Occurrence	\$2,000,000
Products & Completed Operations Aggregate	\$2,000,000
Personal and Advertising Injury	\$1,000,000
Blanket Contractual Liability	\$1,000,000
II. Commercial Automobile Liability	

Policy shall include Bodily Injury and Property Damage, for any owned, Hired, and/or Non-owned vehicles used in the operation, installation and maintenance of facilities under this agreement. Combined Single Limit	\$1,000,000
III. Workers' Compensation (applicable to the State of Washington)	
Per Occurrence	
Employer's Liability	\$1,000,000
Disease Each Employee	\$1,000,000
Disease Policy Limit	\$1,000,000
Each Claim	\$1,000,000
Annual Aggregate	\$1,000,000
IV. Professional Liability	
Policy shall include coverage against any and all claims for damages to person or property which may arise out of the performance of this Contract whether such work shall be by the Contractor, subcontractor or anyone directly or indirectly employed by either the Contractor or a subcontractor	\$1,000,000

In addition to the coverage and limits listed above the Contractor's insurance must all contain the following:

- a. City Listed as an Additional Insured. The City of Vancouver, its Agents, Representatives, Officers, Directors, Elected and Appointed Officials, and Employees must be named as an additional insured. The required Additional Insured endorsements shall be at least as broad as ISO CG 20 10 11 85, or its equivalent CG 20 10 07 04 and CG 20 37 07 04 must be included with the Certificate of Insurance.
- b. Either the Commercial General Liability or the Workers' Compensation policy must be endorsed to include "Washington Stop Gap" insurance. The limits and aggregates referenced must apply to the Stop Gap coverage as well and must be indicated on the certificate.
- c. Employment Security. The Contractor shall comply with all employment security laws of the State in which services are provided and shall timely make all required payments in connection therewith.
- d. The City of Vancouver shall be listed on the Certificate as the Certificate Holder.
- e. Coverage Trigger: The insurance must be written on an "occurrence" basis. This must be indicated on the Certificate.

Contractor shall provide evidence of all insurance required, at the City's request, by submitting an insurance certificate to the City on a standard "ACORD" or comparable form.

All policies shall be issued by an insurance company licensed to do business in the State of Washington. The City of Vancouver may inspect all policies and copies shall be provided to the City upon request.

17. NOTICES: All notices which are given or required to be given pursuant to this Agreement shall be hand delivered, mailed postage paid, or sent by electronic mail as follows:

For the City:

Anna Vogel

City of Vancouver

415 W 6th Street

P O Box 1995

Vancouver WA 98668-1995

Email: anna.vogel@cityofvancouver.us

For the Contractor:

Jason Irving

MacKay Sposito Inc

18405 SE Mill Plain Blvd, Suite 100

Vancouver, WA 98683

Email: jirving@mackaysposito.com

Either party may change the designated contact or any information listed above by giving advance notice in writing to the other party.

18. AMENDMENTS: All changes to this Agreement, including changes to the scope of work and compensation sections, must be made by written amendment and signed by all parties to this Agreement.

19. SCOPE OF AGREEMENT: This Agreement incorporates all the agreements, covenants and understanding between the parties hereto and are merged into this written Agreement. No prior agreement or prior understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless set forth in this Agreement.

20. RATIFICATION: Acts taken pursuant to this Agreement but prior to its effective date are hereby ratified and confirmed.

21. GOVERNING LAW/VENUE: This Agreement shall be deemed to have been executed and delivered within the State of Washington, and the rights and obligations of the parties hereunder shall be construed and enforced in accordance with, and governed by, the laws of the State of Washington without regard to the principles of conflict of laws. Any action or suit brought in connection with this Agreement shall be brought in the Superior Court of Clark County, Washington.

22. COOPERATIVE PURCHASING: The Washington State Inter-local Cooperation Act, Ch. 39.34 RCW, authorizes public agencies to cooperatively purchase goods and services if all parties agree. By having executed this Agreement, the Contractor agrees that other public agencies may

purchase goods and services under this solicitation or contract at their own cost and without the City incurring any financial or legal liability for such purchases. The City agrees to allow other public agencies to purchase goods and services under this solicitation or contract, provided that the City is not held financially or legally liable for purchases and that any public agency purchasing under such solicitation or contract file a copy of this invitation and such contract in accordance with RCW 39.34.040.

23. PUBLIC DISCLOSURE COMPLIANCE: The parties acknowledge that the City is an “agency” within the meaning of the Washington Public Records Act, Chapter 42.56 RCW, and that materials submitted by the Contractor to the City become public record. Such records may be subject to public disclosure, in whole or part and may be required to be released by the City in the event of a request for disclosure. In the event the City receives a public record request for any data or deliverable that is provided to the City and that is licensed from the Contractor, the City shall notify the Contractor of such request and withhold disclosure of such information for not less than five (5) business days, to permit the Contractor to seek judicial protection of such information, provided that the Contractor shall be responsible for attorney fees and costs in such action and shall save and hold harmless the City from any costs, attorney fees or penalty assessment under Chapter 42.17 RCW for withholding or delaying public disclosure of such information.

24. DEBARMENT: The Contractor certifies that that it is not presently debarred, suspended, proposed for debarment, and declared ineligible or voluntarily excluded from covered transactions by any Federal, State or local department or agency.

25. CLEAN AIR ACT AND FEDERAL WATER POLLUTION CONTROL ACT: Supplier must agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401–7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

26. BYRD ANTI-LOBBYING AMENDMENT: Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Suppliers that apply or bid for an award of \$100,000 or more must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

27. PROCUREMENT OF RECOVERED MATERIALS: Supplier must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest

percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

28. WARRANTIES: All products shall be warranted against defects or faulty workmanship and materials by the Supplier for one (1) year following inspection and acceptance of the products by the City. Warranty shall include all costs incurred, including shipping, for repair or replacement except that which is damaged by misuse or abuse. This one-(1) year warranty shall in no way affect normal extended or manufacturer's warranty exceeding this one (1) year period. Supplier warrants that all goods and services furnished under this Contract are new, conform strictly to the specifications herein, are merchantable, good workmanship, free from defect, comply with all applicable safety and health standards established for such products, all goods are properly packaged, and all appropriate instructions or warnings are supplied. If a defect is found, a component failure occurs, or workmanship is found to cause failure, the Vendor shall replace the product at their own expense, including shipping charges. Any replacement product will be warranted for one (1) year from the date it is delivered. All implied and expressed warranty provisions of the Uniform Commercial Code are incorporated into this Contract.

29. NONDISCRIMINATION: The City of Vancouver, WA is an equal opportunity employer. In the performance of this Agreement, the Contractor will not discriminate against any employee or applicant for employment on the grounds of race, creed, color, national origin, sex, sexual orientation, marital status, age or the presence of any sensory, mental or physical handicap.

The undersigned, as the authorized representatives of the City and Contractor respectively, agree to all of the terms and conditions contained in this Agreement, as of the dates set forth below.

CITY OF VANCOUVER

A municipal corporation

DocuSigned by:

75A9183485CA487...

Eric Holmes, City Manager

8/11/2022

Date

Attest:

DocuSigned by:

BCE6734E40E94AE...

Natasha Ramras, City Clerk

Approved as to form:

DocuSigned by:

9A7DC2E31F694A2...

Jonathan Young, City Attorney

CONTRACTOR:

MacKay Sposito Inc

DocuSigned by:

72D0222E2301457...

Signature

Derrick Smith

President / CEO

Printed Name /Title

8/10/2022

Date

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- 60% Landscape Design
- 90% Landscape Design
- 100% Landscape Design

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- 60% Civil Design
- 90% Civil Design
- 100% Civil Design
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Introduction

City of Vancouver Main Street Streetscape Project – 5th St to 15th St

INTRODUCTION

The City of Vancouver selected MacKay Sposito and their consultant team for the Main Street Streetscape Project, 5th to 15th Street. The project team includes;

- **MacKay Sposito** - Project Management / Landscape Architecture / Civil Engineering / Environmental Permitting / Public Outreach Support / Private Utility Coordination
- **Point North Consulting** - Public Outreach Lead
- **First Forty Feet** - Urban Design / Placemaking
- **DKS Associates** - Traffic Engineering / Signal Design / Street Lighting Design
- **NV5** - Geotechnical Engineering / Hazardous Materials
- **LUMA** - Decorative Lighting
- **AINW** - Cultural Resources
- **Kramer Gehlen** - Structural Engineering

GENERAL PROJECT DESCRIPTION/BACKGROUND

Currently, Main Street is improved with asphalt paving, curbs, gutters, street lighting, traffic signals, and underground utilities. There are existing basement accesses within the sidewalk area as well as fire protection piping, trees, landscaping, public art, street furniture (bike racks, litter receptacles, etc.), driveways and business access doors that will require coordination with private property owners.

The City has previously completed significant planning, studies, outreach, and design work along Main Street including but not limited to:

- 1993 - Construction of building to building improvements on Main Street between McLoughlin and Fourth Plain boulevards
- 2009 - Completion of an archaeological report, level 1 environmental site assessment, public involvement meetings/newsletters, 95% construction plans, and other work generally for Main Street from 5th to 15th Street
- January 2020 - Public outreach to develop three concept options and associated cost estimates

Since this work was completed, the priorities and needs of downtown businesses and the community have evolved due to the COVID-19 pandemic and other factors. This project will continue the City's goal of improving Main Street. The project will create a new streetscape design that defines Lower Main Street between 5th Street and 15th Street as its own distinct commercial district. It will feature its own set of finishes, street furnishings and pedestrian-oriented improvements, and potentially connect to a new extension of Main Street from 5th Street to Columbia Way constructed as part of the I-5 Bridge Replacement Project.

The project will assess the current and future needs of downtown businesses, stakeholders, and the community to improve Main Street from 5th Street to 15th Street, between building faces, as recommended by the City of Vancouver's Transportation Improvement Program (TIP). The project will be

designed to meet the current City of Vancouver’s Street Standards and the Main Street District Design Handbook. Specific improvements include:

- New curb and sidewalk
- Pavement resurfacing on Main Street and the following side streets: Evergreen Boulevard from Washington to Main; 12th Street from Washington to Main; and 13th Street from Main to Broadway
- Replacement of potable water and sanitary sewer mains and services
- Surface water evaluation and modifications to the existing storm sewer system
- Coordination with private utilities for undergrounding of overhead utilities crossing perpendicular to Main Street at side streets and to resolve utility conflicts
- New street furnishings, decorative lighting, and electrical receptacles at street tree locations
- New landscaping and irrigation system, including street trees
- New street lighting and traffic signal modifications (see DKS scope of work)
- Public outreach including development and implementation of a business retention plan (see Point North scope of work)
- Structural engineering for modifications to existing basements and access within right-of-way (see Kramer Gehlen scope of work)
- Construction traffic control and phasing plans

The project is funded through a combination of American Rescue Plan Act (ARPA) funding, water and sewer funding, and the general fund. This scope of work assumes that the project may receive future federal or state funding for the construction phase.

The project also will encompass coordination with local businesses and stakeholders including the Vancouver Downtown Association, City Center Redevelopment Authority, Clark County Historic Preservation Commission, The Historic Trust, Esther Short Neighborhood Association, downtown stakeholders, C-TRAN, residential properties and other agencies. This coordination will be essential to the success of this project, and the Vancouver Downtown Association is anticipated to play a prominent role in public outreach and the selection of decorative lighting fixtures and their locations.

Specific goals and objectives include:

- Honor and celebrate the history of downtown Vancouver
- Build upon existing and establish new positive relationships and partnerships with local businesses and stakeholders
- Develop design and construction considerations to mitigate impacts to local businesses
- Create a stronger sense of community identity and provide a welcoming place that attracts citizens and visitors
- Create an environment that will be the catalyst for renewed investment by business and property owners
- Continue establishing a connection between the Esther Short Neighborhood, the Vancouver Waterfront, and Fort Vancouver National Historic Site
- Create an attractive, coordinated and quality visual image of our downtown that can be a model for future improvements

Scope of Work

City of Vancouver Main Street Streetscape Project – 5th St to 15th St

1.0 PROJECT MANAGEMENT

1.1 PROJECT ADMINISTRATION

- Prepare monthly invoices and progress reports to accompany invoicing. Reports will include a budget summary, tasks completed within the invoicing period, and the schedule status of critical tasks. Include date period covered by invoice, number of hours worked during the billing period with billing rates shown, expenses and associated mark-ups, total cost for labor and expenses for the billing period, subconsultants fees and total amounts summarizing labor, expenses and subconsultants fees.
- Provide a summary report to accompany monthly invoices. The summary report will list each invoice as well as the current invoice with an itemized summary of invoice numbers, dates and amounts billed for labor, expenses and subconsultants. The summary report will list the total amount billed to date, total amount remaining under contract, and contract expiration date.
- Prepare a project status report to accompany monthly invoices. Reports will include the dates covered by the status report, brief summary of work performed, a notice to the City raising any issues or concerns that could require a contract amendment/supplement, a brief summary of completed/upcoming project milestones and action items needed by the City for project delivery. The consultant shall monitor the status of the budget and take corrective action to correct undesirable budget trends.
- Maintain all documentation. Provide copies of project files and records to the City for audits and public information requests and upon request. All final documents shall be provided in electronic format.

1.2 PROJECT SCHEDULING

- Prepare and submit an activities list and schedule to the City following the Notice to Proceed. The schedule will show appropriate milestones including intermediate and final submittal dates for design documents and key decision points.
- Provide up to three updates to the schedule to reflect project milestones and timeline changes.

1.3 PROJECT TEAM MEETINGS

- Schedule, prepare agendas and minutes (including task log updates), and lead bi-weekly project team meetings with the City. This task includes a project kick-off meeting, bi-weekly progress meetings, and review meetings at each submittal phase. Review meetings are assumed to be in-person.

- Organize and hold project coordination meetings with key project team members as well as representatives from the City and other agencies as needed. These meetings shall have specific agendas addressing and resolving project issues as they are encountered.

1.4 SUBCONSULTANT COORDINATION

- General coordination and management of the subconsultant team including contracting, scope and budget management, invoicing, schedule communication and management, and coordination of deliverables
- Bi-weekly coordination calls with the consultant team to check in on project status, discuss project decisions and direction, and review schedule and upcoming deliverables
- Receive subconsultant questions and requests and work with the City to provide responses

TASK 1 DELIVERABLES:

- *Monthly Invoices and Progress Reports*
- *Baseline Project Schedule and Updates*
- *Meeting Agendas, Minutes, and Task Log Updates*
- *Project Documentation*

ASSUMPTIONS

- 13- month project management duration
- Bi-weekly project meetings (as needed) will be virtual, with quarterly in-person meetings (as needed)
- Up to six additional in-person and six virtual project coordination meetings to resolve specific project issues
- Bi-weekly consultant team coordination meetings
- In-person meetings include one-hour round-trip travel time for each consultant staff attending at City facilities
- Providing information, exhibits, and attending public meetings, open houses, and other outreach tasks are included under the Public Outreach task

2.0 QUALITY ASSURANCE AND QUALITY CONTROL

2.1 PRIME CONSULTANT QUALITY CONTROL AND QUALITY ASSURANCE

MacKay Sposito Engineering Director Paul Harmsen will lead the QA/QC process. The Consultant shall establish a quality management program and designate responsibility for review of technical work and other deliverable products to staff with appropriate experience and expertise.

- **Project Setup/Start Up**
 - Confirm City Standards and Drafting Standards
 - Hold a kickoff meeting with the City transportation group to discuss drafting details, sheet templates, and plan set setups (see Task 8.2 below)
 - Design approach coordination with City's engineering departments including the Surface Water Management, Water and Sanitary, and Construction Departments (see Task 8.2 below).
 - Project Team Kickoff Meeting
 - Share scope, schedule, City standards, CAD standards and setup, jurisdiction requirements, and budget with staff, discuss key issues and lessons learned. The team defines project success and key goals so that all team members are

working toward a predetermined outcome. Finally, QA/QC stages and QA/QC personnel assignments are confirmed.

- CAD Setup
 - The foundation of a construction plan set is the CAD setup. Set up the construction plans set per the City's sheet templates, plan setups, and other preferences. Establishing the CAD setup early ensures that subsequent QA/QC efforts can focus the roadway design elements instead of CAD setup.

Deliverable QA/QC

- Quality of deliverables are checked at each stage of the project.
 - Conceptual Design (30%)
 - Reports (Environmental, Stormwater, Basis of Design, Geotechnical, Traffic)
 - Preliminary Design (60%)
 - Final Design (90%)
 - Issued for construction plans, specifications, bid quantities, and engineer's estimate of probable costs
 - Civil plan checklists (30%, 60%, 90%, 100%)
 - Maintain records of markup iterations for each plan set (30%, 60%, 90%, 100%). Final markup iteration will include all items (including e.g. north arrow, sheet number, street names, title block info, etc.) highlighted as correct or with changes and corrections with initials and date, to be provided to the City within four working days of request.
 - Letter to file certifying the QC/QA process has been followed, to be provided to the City within four working days of request.
- **QA/QC Stages**
 - At each stage of the project, quality is checked at five levels. Each deliverable is routed through the QA/QC process. Due to the different disciplines involved with the project, the QA/QC process will be followed for five distinct components of the project: Environmental, Civil Engineering, Urban Design/Landscape Architecture (includes review for of integration of landscape/irrigation along with confirming that urban design elements meet the preferred/selected colors/manufactures/family of products/etc. and conform to project specifications), Subconsultant Deliverables, and Specifications and Estimate of Probable Construction Cost. The following is the summary of the QA/QC stages that will be followed for each project component:
- **QA/QC Process**
 - 1) Originate:** When a product (e.g., 60% plans) is ready for review, the project manager will originate the QC process by directing the CAD technician to produce a review plan set. The CAD technician performs the first level of review, looking for and correcting drafting errors. Once this first pass is completed, a new plan set is plotted to PDF and the project manager is informed that the deliverable is ready for review.
 - 2) Check:** The project manager is the QC lead. The QC includes review of the design, presentation, accuracy of key notes, detail references, checks for utility conflicts, and myriad other items. QC checklists are used to assist in the review. The deliverable review also will consider constructability and buildability and conformance between the plans, specifications, and bid schedule. BlueBeam, a PDF-based document review platform, is used by the project manager to make and log comments. Bluebeam provides a single digital location for QC reviews and QA back checks.

3) Back check: Following the PM review, a QA review by the assigned back-checker is initiated. BlueBeam is used to track and log any additional comments. Standard checklists ensure a thorough review.

4) Correct: After the QC and QA review, the marked-up deliverable is sent back to the CAD technician or the document author. The CAD technician/author addresses the comments or adds comments to the BlueBeam session clarifying why a comment could not be addressed or to seek additional clarification. At this point, the CAD technician/author will replot the deliverable.

5) Verify: The project manager then reviews the revised document against the marked-up document and verifies that each of the comments has been addressed and works closely with the CAD technician/author to address comments that were not addressed through the first round of corrections. A revised and corrected plan set/report/specification is plotted, and the project manager performs one final review prior to submission to the agency.

The following table lists the QA/QC Staff assignments for this project:

	Project Discipline/Component				
QA/QC Staff	Environmental	Civil Engineering Roadway Public Utilities Private Utilities	Landscape Architecture Urban Design	Subconsultant Deliverables	Specifications/ Estimate of Probable Construction Cost
Originator	Kristen Currens	Jason Irving	Juanita Rogers	Jason Irving	Jason Irving
CAD Check	N/A	Alex Staich	Emily Mills	Alex Staich	N/A
Checker	Kristen Currens	Jason Irving	Juanita Rogers	Mahsa Eshghi	Jason Irving
Back-checker	Jason Irving	Paul Harmsen	Jim Sandlin	Paul Harmsen	Paul Harmsen
Correct	Ali Krasnow	Alex Staich	Emily Mills	Subconsultant	Mahsa Eshghi
Verify	Kristen Currens	Jason Irving	Juanita Rogers	Mahsa Eshghi	Jason Irving

- Subconsultant Deliverable Review
 - Review, provide comments, and manage schedules for subconsultant team deliverables
 - This review will follow the same process as the internal review of deliverables with staff assignments as shown in the table above.

SECTION 2 DELIVERABLES (Delivered to City Upon Request):

- *Maintain records of markup iterations for each plan set (30%, 60%, 90%, 100%). Final markup iteration will include all items highlighted as correct or with changes and corrections with initials and date.*
- *Letter to file certifying the QC/QA process has been followed*

3.0 GEOTECHNICAL AND HAZARDOUS MATERIALS (NV5)

Please refer to Schedule A for geotechnical and hazardous materials scope of work.

4.0 ENVIRONMENTAL EVALUATION AND PERMITTING**4.1 REVIEW OF PREVIOUS ENVIRONMENTAL STUDIES**

- The Consultant shall update and verify all aspects of the Environmental Studies and Cultural Resource Report prepared for the corridor. This task shall be accomplished through agency consultation, use of existing databases and, where necessary, additional fieldwork. The update will be essential to minimize unanticipated permitting or consultation requirements late in the process.
- City, County, and State environmental staff shall be contacted to obtain and review previous studies completed for other projects in the area of the proposed Main Street Streetscape improvements, including environmental documentation and reports.
- Updating requirements shall be determined, and data gaps identified. The Consultant shall use this review to avoid duplicating efforts. As much as possible, the previous studies shall be used to update the existing environmental documentation listed in the Scope of Work section of this RFQ. The Consultant shall prepare a memorandum describing the required environmental process, studies, and associated review timelines.

4.2 NEPA

- Federal funding is anticipated through the Federal Highway Administration, administered through the Washington Department of Transportation. A NEPA Categorical Exclusion form and required supporting documentation will be prepared for the City and WSDOT's review and signature. The Consultant shall work closely with WSDOT Local Programs staff to ensure the minimum documentation requirements are met. The scope for the NEPA elements that require additional documentation for the project are as follows:
 - Sole Source Aquifer: The Consultant shall prepare the EPA Sole Source Aquifer form and submit it to the EPA for review and approval.
 - Environmental Justice: The Consultant shall prepare the Environmental Justice Matrix and provide census and OSPI school data.
 - Endangered Species Act Compliance: The Consultant shall prepare a simple No Effect Letter to document the lack of project impacts to wildlife and plants. A Biological Assessment for documenting impacts to listed fish from stormwater runoff is detailed as a separate task.

Assumptions:

- No air quality, critical areas/wetlands, floodplain, noise, agricultural lands, rivers, tribal lands, will be required.
- Cultural/Historic/4(f) will be covered under a separate task.
- Hazardous Materials will be covered under a separate task.

4.3 SEPA

- All efforts will be made to use the signed NEPA document to avoid the need to complete the SEPA checklist per WAC 197-11-610. However, if the project schedule does not allow time to wait for the NEPA CE to be completed before the SEPA process must be completed, then the

Consultant shall develop a SEPA checklist. The Consultant shall submit either the NEPA or SEPA documentation to the City's Land Use Planning Department and support addressing public comments.

Assumptions:

- A pre-application (or waiver) and Land Use Application Form will not be required. No additional land use permitting will be required.
- The archaeological documentation will be covered under a separate task.
- No additional reports or studies will be required. Data will be gathered from publicly available sources.
- The project will receive a determination of non-significance.
- Permit fees will be paid by the City of Vancouver.
- Up to two hours of public comment response is included.

4.4 CONSTRUCTION STORMWATER GENERAL PERMIT AND STORMWATER POLLUTION PREVENTION PLAN

- A Notice of Intent (NOI) will be filed with the Washington Department of Ecology, including placement of two public notices in The Columbian, and a Stormwater Pollution Prevention Plan (SWPPP) will be prepared for the project. The NOI and SWPPP will be in place before construction begins.

Assumptions:

- The newspaper public notice fees are included, but the annual permit renewal fees are excluded.

4.5 PERMIT FACILITATION AND TRACKING

- The Consultant shall monitor progress of the relevant reviewing agencies so that questions or concerns during review are addressed quickly. This will enable the permit application to be processed in a timely manner.

4.6 BIOLOGICAL ASSESSMENT

- Using WSDOT's BA template, the Consultant shall prepare the Biological Assessment in accordance with the scope and quality requirements in the current version of WSDOT's Advanced Training Manual for Biological Assessment Preparation for Transportation Projects. The BA shall include an evaluation of the project's potential direct and indirect effects from stormwater runoff on federally listed threatened, endangered, and proposed species and critical habitat. The BA shall also include an evaluation of potential adverse effects on essential fish habitat (EFH), consistent with the requirements of the Magnuson-Stevens Fishery Conservation and Management Act (Magnuson-Stevens Act). Project drawings, species lists, site photos, and the EFH analysis shall be provided as appendices.

Consistent with the requirements of WSDOT's Advanced Training Manual for Biological Assessment Preparation for Transportation Projects (Guidance), the Consultant shall conduct a single-day site reconnaissance to review the project site and evaluate habitat conditions. A virtual pre-BA meeting with WSDOT and NMFS is included.

- The environmental scientists shall work with the project consultant team to develop a detailed project description that includes the following information:

- Pertinent information on construction activities, including construction methods, timing, schedule, and phasing, and a list of all construction equipment required.
 - Locations of staging/stockpile areas.
 - Specifications for stormwater treatment and detention facilities.
 - Safety Module, to allow an evaluation of impacts associated with project elements that improve pedestrian access and safety.
 - A list of proposed water quantity and quality best management practices (BMPs) for project construction and operation.
- The Biological Assessment shall utilize data and mapping from the Hydraulic Report (included as a separate task). It is assumed that the Western Washington Highway Runoff Dilution and Loading Stormwater Model (HI-RUN Model) and the ESA Stormwater Design Checklist are not required as of June 2022. A downstream analysis for one TDA is included to document the stormwater flow path and outfall location in the Columbia River. The following engineering figures are included:
 - Existing, replaced, and new PGIS figure (shown with different shading) including post-construction runoff flow directions
 - Stormwater facility location figure including TDA delineation and all catch basins, pipes, ponds, and outfalls
 - Based on the anticipated lack of project-related impacts to in-stream or riparian habitats, combined with the lack of suitable habitat for ESA-listed species in terrestrial portions of the action area, effects associated with stormwater runoff are assumed to be the only potential source of direct impacts to ESA-listed species or critical habitat. It is assumed that the BA will include determinations of “may affect, likely to adversely affect” for ESA-listed fish species that may be present in receiving waters and “no effect” for other species. The BA shall include brief descriptions of the status, range, and habitat requirements of species that shall not be affected, along with an explanation of why no effects are anticipated.
 - It is assumed that the improvements in the Level of Service on affected roadways will not affect the rate of residential or commercial development in nearby areas; this information shall be included in a brief analysis of indirect effects related to the lack of facilitated development. Use of WSDOT’s Indirect Effects Stormwater Runoff Analytical Model shall not be required.
 - The BA shall include a project vicinity map and action area map.
 - The Consultant shall submit a first draft of the BA to the City. City staff will review the draft document and provide a single set of non-conflicting comments, focusing on ensuring the accuracy of the project description. The Consultant shall revise the BA in response to the City’s comments and, after receiving confirmation that those comments have been addressed appropriately, submit the document for review by WSDOT. WSDOT staff will conduct a single review of the draft document. The Consultant shall revise the BA in response to and provide a single set of non-conflicting comments from WSDOT and submit the revised BA to WSDOT for confirmation that comments have been addressed appropriately. WSDOT will be responsible for coordinating or conducting consultation with NMFS and USACE.
 - Post-submittal coordination, up to 15 hours, is included.

SECTION 4 DELIVERABLES:

- *Memorandum identifying environmental permitting requirements and associated timescales*
- *NEPA CE Form*
- *SEPA Checklist*
- *NPDES Permit Application and SWPPP*
- *Biological Assessment*

5.0 TRAFFIC ENGINEERING AND STREET LIGHTING DESIGN (DKS)

Please refer to Schedule B for traffic engineering, signal design, and street lighting design scope of work.

6.0 URBAN DESIGN**6.1 URBAN DESIGN AND PLACEMAKING PLANS AND DETAILS (FIRST FORTY FEET)**

Please refer to Schedule C for urban design and placemaking plans and details.

6.2 DECORATIVE LIGHTING AND ELECTRICAL ENGINEERING (LUMA)

Please refer to Schedule D for decorative lighting and electrical engineering scope of work.

7.0 LANDSCAPE AND IRRIGATION DESIGN**7.1 DESIGN COORDINATION WITH CITY AND OTHER DISCIPLINES**

- Review previous designs, CAD drawings, reports, and the Main Street District Design Handbook. Evaluate and use the available data in the proposed design
- Design coordination and attend team meetings with key project team members and representatives from the City and other agencies as needed
- Coordination with subconsultants for design collaboration

7.2 TREE REMOVAL PERMITTING PROCESS

- The project includes tree removal within the right-of-way, which will require a Right of Way Tree Removal Plan.
- Perform a site walk-through with the City's urban forester to evaluate existing trees within the project limits. An existing conditions survey plan was generated by the City and includes surveyed tree locations, sizes and species. An existing condition general summary will be provided based on walk-through to include the tree health and overall condition of trees within the right-of-way. Construction impacts will be evaluated and the tree preservation plan will identify trees proposed for removal, measures needed to ensure the health of trees to remain. An application shall be completed by the consultant, and a liaison established with the city urban forester. Public outreach and consultation is anticipated as part of the tree-removal process.

Tree Removal Permitting Process Deliverables:

- *Existing Condition Summary*
- *Tree Preservation Plan*

7.3 30% LANDSCAPE DESIGN

- This task includes preparing the 30% conceptual landscape submittal. The key elements for this task include:
 - General design coordination with project team
 - Review of 2019 approved concept
 - 30% conceptual plan set development

30% Design Deliverables:

- *30% plan set in PDF as listed in Table 1*

7.4 60% LANDSCAPE DESIGN

This task includes preparing the 60% design submittal. The key elements for this task include:

- General design coordination with project team
- Incorporate review comments from 30% design
- 60% landscape and irrigation design and details
- 60% site furnishing and material design and details
- 60% Estimate of Probable Construction Cost
- Specification outline

60% Design Deliverables:

- *60% Estimate of Probable Construction Cost in Excel format*
- *Specification outlines in Microsoft Word*
- *60% plan set in PDF as listed in Table 1*

7.5 90% LANDSCAPE DESIGN

- The 90% design includes preparation of plans, specifications, and an estimate of probable construction cost. Key elements include:
 - General design coordination with project team
 - Incorporate review comments from 60% design
 - 90% landscape and irrigation design and details
 - 90% site furnishing and materials design and details
 - 90% Estimate of Probable Construction Cost
 - 90% specifications

90% Design Deliverables:

- *90% Estimate of Probable Construction Cost in Excel format*
- *90% specification in Microsoft Word*
- *90% plan set in PDF as listed in Table 1*

7.6 100% LANDSCAPE DESIGN

- Incorporating comments from 90% of the design will be progressed to Final plans, specifications, and estimate of probable construction cost.

100% Design Deliverables:

- *100% Estimate of Probable Construction Cost*

- 100% specification
- 100% plan set in PDF as listed in Table 1

TASK 7 LANDSCAPE ASSUMPTIONS:

1. The City will lead coordination efforts with affected property owners. Prior approval from the City project manager will be required before any contact with neighborhood association or private property owners occurs.
2. Design concepts for street plans and intersections will not change significantly from those laid out in the 60% design.
3. Landscape and irrigation design is limited to areas from sidewalk to back of curb, medians and bulbouts.
4. It is assumed that a certified arborist's report will not be required as part of the Right-of-Way Tree Removal plans.
5. Irrigation design will be completed with the 60% submittal.

8.0 CIVIL ENGINEERING

8.1 PREVIOUS ENGINEERING DESIGNS/DOCUMENTS REVIEW AND EVALUATION

- Review previous designs, CAD drawings, stormwater calculations, reports prepared in 2009, and the Main Street District Design Handbook. Evaluate and use the available data in the proposed design.
- Conduct up to three project walkthroughs to evaluate design progression with field conditions such as fine grading at existing businesses, ADA compliance, utilities, and building canopies.
- Evaluate the newly installed curb ramps at Main/Mill Plain and Main/15th Street for ADA compliance.
- Conduct a site visit to record existing building doors data for swings-out direction to the sidewalk, existing/proposed sidewalk width at door location, ADA compliance, and overall existing condition shown in an image.

8.2 DESIGN COORDINATION WITH CITY AND OTHER DISCIPLINES

- Design coordination with the City:
 - Hold a kickoff meeting with the City transportation group to discuss drafting details, sheet templates, and plan set setup.
 - Design approaches coordination with the City's engineering departments including the Surface Water Management, Water and Sanitary, and Construction departments.
 - Hold a kickoff meeting with City surface water engineering group to discuss requirements
- Coordination with subconsultants for design collaborations including the traffic engineer, geotechnical engineer, structural engineer, and landscape architect team.
- Provide engineering support for the environmental team including:
 - Erosion sediment control BMP selection and coordination with the environmental team in support of the Storm Water Pollution Prevention Plan (SWPPP) permit

- Prepare stormwater basin measurements and data in support of the “No Effect” for the WSDOT ESA approval
- Prepare Sole Source Aquifer Checklist in support of the NEPA documentation

8.3 30% CIVIL DESIGN

This task builds upon efforts to refine the City’s vision through outreach, site investigations, previous work, and workshops. Additionally, this task includes preparing the 30% conceptual geometric layout generally based on The City’s conceptual geometric layout Option “C” or the 2009 Main Street design that replaces angled with parallel parking on the west side of Main Street. The key elements for this task are:

- Corridor and intersections geometric design
- Preliminary channelization and striping layout shown on the street plans
- Conceptual intersection ADA ramps layout
- Conceptual corridor and sidewalk scoring layout
- Conceptual stormwater catch basin locations and treatment layout
- Prepare existing door inventory, record whether door swings out to the sidewalk, and existing/proposed sidewalk width at door location.
- Preliminary opinion of probable construction cost

30% Design Deliverables:

- *30% plan set in PDF as listed in Table 1*
- *Existing doors inventory report*
- *30% construction cost estimate*

8.4 60% CIVIL DESIGN

The 60% design includes preparing plans, specifications outline, and an estimate of probable construction cost. Key elements include:

- Incorporate review comments from 30% design
- 60% horizontal and vertical design
- 60% roadway channelization and configuration design
- Intersection curb returns and curb ramp grading design
- Typical sidewalk scoring and corridor details
- Evaluate existing business threshold and door conditions and grading and coordinate with new design
- 60% roadway/pavement restoration design and details
- 60% stormwater calculations and conveyance system design
- 60% signing and striping design
- 60% erosion control plans design
- 60% estimate of probable construction cost
- Specifications outline

60% Design Deliverables:

- *60% estimate of probable construction cost in Excel format*
- *Specification outlines in Microsoft Word*
- *60% plan set in PDF as listed in Table 1*
- *Preliminary stormwater/hydrology report*

8.5 90% CIVIL DESIGN

The 90% design includes preparation of plans, specifications, and estimate of probable construction cost. Key elements include:

- Incorporate review comments from 60% design
- 90% roadway design development
- 90% intersection returns and curb ramps detailed grading
- 90% business threshold/door detailed grading (up to 40 doors)
- 90% roadway design and details
- 90% stormwater calculations and conveyance system design
- 90% signing and striping design
- 90% erosion control plans design
- 90% ROW plan
- 90% coordination plan indicating business impacts
- 90% estimate of probable construction cost
- 90% specifications
- 90% construction staging/screening/wayfinding

90% Design Deliverables:

- 90% engineer estimate of probable cost in Excel format
- 90% specification in Microsoft Word
- 90% plan set in PDF as listed in Table 1
- Final stormwater report

8.6 100% CIVIL DESIGN

- Incorporating comments from 90% of the design will be progressed to final plans, specifications, and estimate.

100% Design Deliverables:

- 100% Estimate of Probable Construction Cost
- 100% specification
- 100% plan set in PDF as listed in Table 1
- Copy of NPDES permit application
- Copy of SWPPP
- Final CAD drawings and Civil 3D
- Bid package

Table 1- List of Plan Sheets Deliverables at each Design Stages

Plan Sheet Description	Scale	No. of Sheets	30% Plan Sheets	60% Plan Sheets	90% Plan Sheets	100% Plan Sheets
Cover Sheet	NA	1	X	X	X	X
Legend & Index	NA	2	X	X	X	X
General Notes	NA	1		X	X	X
Typical Roadway Section	TBD	1	X	X	X	X

Typical Intersection & Block Layouts	20	2	X	X	X	X
Existing Conditions	20	4		X	X	X
Demolition Plan	20	4		X	X	X
Erosion Control Plan & Details	20	5		X	X	X
Street Plan and Profiles	20	7	X	X	X	X
Intersection Returns & Curb Ramp Grading	10	18		X	X	X
Business Doors Grading and Details	10	3		X	X	X
Street Details	TBD	2		X	X	X
Storm Sewer Plans and Profiles	20	7		X	X	X
Storm Sewer Details	TBD	2		X	X	X
Sanitary Sewer Plans and Profiles	20	7			X	X
Sanitary Sewer Details	TBD	2			X	X
Water Plans and Profiles	20	7			X	X
Water Details	TBD	2			X	X
Signing and Striping Plan	20	4		X	X	X
Signing and Striping Details	TBD	3		X	X	X
Traffic Signal Plans (DKS)	TBD	8		X	X	X
Traffic Signal Details (DKS)	TBD	2		X	X	X
Interconnection Plans (DKS)	TBD	5		X	X	X
Interconnect Details (DKS)	TBD	4		X	X	X
Illumination Plans (DKS)	TBD	5		X	X	X
Illumination Details (DKS)	TBD	4		X	X	X
Urban Design and Placemaking Plan	20	3		X	X	X
Urban Design and Placemaking Details	TBD	2		X	X	X
Right of Way Tree Removal Plan	20	5	X	X	X	X
Landscape Plans	20	5	X	X	X	X
Landscape Details	TBD	2	X	X	X	X
Irrigation Plans	20	5		X	X	X
Irrigation Details	TBD	2		X	X	X
Site Furnishing and Materials Plans	20	5	X	X	X	X
Site Furnishing and Materials Details	TBD	3	X	X	X	X
Construction Staging & Drainage Phasing	50	1			X	X

Traffic Control Plan	20	4			X	X
Traffic Control Plan Details	TBD	1			X	X
ROW Plan	20	4			X	X
Coordination Plan	20	8			X	X
Totals		162	33	126	162	162

8.7 HYDRAULICS AND HYDROLOGY CALCULATIONS AND REPORT

- Hydraulic and hydrology calculations will be prepared to support the drainage design. The calculations and preparing the report shall be done per the City of Vancouver Section 4, General Requirements and Details for the Design and Construction of Surface Water Systems, 2017, as well as the Washington State Department of Ecology's Stormwater Manual and software. Key elements for this task include:
 - Preliminary hydrology report containing 60% design drainage calculations
 - Incorporating comments from the preliminary hydrology report will be progressed to final report at 90% design level

Hydraulic and Hydrology Calculations and Report Deliverables:

- Preliminary Hydrology Report (electronic) at 60% design*
- Final Hydrology Report (electronic) at 90% design*

8.8 SANITARY AND WATER DESIGN

The water and sewer designs include preparation of plans utilizing 2009 design, specifications, and Estimate of Probable Construction cost. Key elements include:

- Evaluate the water and sewer design prepared in 2009 for compliance with current design standards, modifications needed due to changed conditions or standards, and constructability with a focus on potential traffic and business operation impacts. Prepare a memorandum for the findings and recommendations with the 30% design submittal.
- Use dye and smoke testing (performed by the City) to identify active sanitary sewer laterals and identify any storm sewer/downspout cross connections to the sanitary sewer system.
- 90% and 100% water main and services design (using 2009 design)
- 90% and 100% sanitary sewer main and laterals design (using 2009 design)
- 90% and 100% estimate of probable construction cost
- 90% and 100% specifications

Sanitary and Water Design Deliverables:

- Memorandum summarizing results and recommendations from review of the 2009 water and sanitary sewer design with 30% submittal*
- 60% specification outlines in Microsoft Word*
- 90% sanitary sewer and water plan set in PDF as listed in Table 1*
- 90% Engineer Estimate of Probable Cost in Excel format*
- 90% specification in Microsoft Word*
- 100% plan set in PDF as listed in Table 1*
- 100% estimate of probable construction cost*
- 100% specification*

TASK 8 CIVIL ENGINEERING ASSUMPTIONS:

1. WSDOT design review is limited to an informal review assuming the newly reconstructed curb ramps at Main/Mill Plain and Main/15th Street are not impacted by the proposed improvements. A separate scope and budget will be prepared if design coordination and documentation for WSDOT approval are needed.
2. Main Street will be designed based on the current City's Street Standards (September 1, 2021), as well as the Main Street District Design Handbook.
3. The City's conceptual geometric layout Option "C" or the 2009 Main Street design that replaces angled with parallel parking on the west side of Main Street will generally be the base design for the corridor geometric design.
4. Sheet setup and design drafting will be based on the City's drafting standards. The plan sheets will be set up to full size 34x22, with the scale as shown in Table 1. The submittals will be in PDF format. CAD drawings are available upon request.
5. In-place earthwork quantities will be shown on every profile sheet.
6. No changes will be made to side road existing grades. The pavement resurfacing for Evergreen Boulevard, 12th Street, and 13th Street will not change the existing road grades.
7. No raised intersection design or crosswalk analysis is anticipated, as discussed at the 5/12/22 scoping kickoff meeting with the City.
8. Intersections will be hot mixed asphalt pavement (no cement concrete). Design will consider specialized crosswalk materials (pavers, concrete, etc.). Pavement improvements will be mill and inlay with repairs at various locations as needed.
9. The curb ramp design will be performed to the maximum feasible for nine full intersections. Any new mid-block crossing or additional curb ramp design will be covered under contingency tasks as authorized by the City. It is assumed that 18 ADA ramps (nine intersection corners) will require detailed curb return grading, spot elevations, and station offsets to grade points to be provided on the plans. A lower level of effort for ADA ramp design and drafting has been assumed for the remaining ADA ramps. For the remaining ramps, the level of detail to be provided is equal to the City's "2022 East Curb Ramp" project (no spot elevations listed on the plan, no station offset points listed on the plan, only ramp slopes and lengths provided). See exhibit 1 in the appendix for an example of the lower level ADA design detail.
10. On July 11, 2022, MacKay Sposito met with City Senior Engineer Chris Sneider to discuss the level of detail desired for ADA ramp design. We discussed that the lower level of design detail mentioned in note 9 above has worked for the City; however, it requires that an experienced inspector work with the contractor to confirm and assist in the setting of the ADA ramp layout and confirm grades during construction. This level of design also assumes the low-bid contractor will be reasonably experienced and will work with the City inspector during construction.
11. Typical sidewalk scoring patterns and details with minimum and maximum adjustable dimensions are included. The plan does not include keynotes or horizontal control data for sidewalk scoring.
12. The proposed finished grade at the business doors will be evaluated for ADA compliance at 60% design. Detailed grading and drainage solutions for up to 40 business doors are included where a typical grading adjustment doesn't apply at the 90% design level.
13. Transit design, including bus stop locations, is not anticipated. As indicated on the Main Street District Handbook, pages A-3 and D-4, bus transit is prohibited on Main Street between Fifth and 15th streets to preserve on-street parking in front of businesses. Bus stop design will be covered under contingency tasks if needed as authorized by the City.
14. Water and sewer will be designed per City's direction on pipe size, type, and typical locations.
15. The existing utility information, as well as information for infrastructure to be decommissioned, will be included in the civil plans.
16. Traffic-control plans will include signage and detours for pedestrian, bicycle and vehicular movements during construction.

17. Construction sequencing and phasing will be included in the final design including Order of Work, Allowed Road Closure Phasing, Typical Traffic Control Scenarios, and Temporary Traffic Control Guidelines/Requirements including “Businesses Open During Construction” sign recommendations.
18. The Traffic Control Plan scope is based on two blocks closure and detouring at each stage of construction.
19. ROW plan will include the preliminary right of way plans, easements, temporary construction permits, and exhibits for project impacts on the surrounding businesses. The City will provide services for legal descriptions, property appraisals, negotiations, and acquisitions. Major design changes as the result of negotiation with the property owners are not included.
20. Coordination plan will indicate the location and type of impacts to the private properties similar to the 2009 coordination plan format. The coordination plan will include a table summarizing the impacts needed to be addressed by the consultant, city staff, contractor, or others before or during construction.
21. Project Special Provisions will be based on the current WSDOT Standard Specifications for Road, Bridge, and Municipal Construction, as well as incorporating the City of Vancouver Amendments to the WSDOT Standard Specifications for Water, Sewer, and Surface Water Construction. The City will provide a sample specification for all special provisions.
22. Estimates of the Probable Construction Cost will be prepared at the 30%, 60%, 90% and 100% design stages. The cost analysis will be based on unit prices from recent similar projects and includes up to 200 bid items (this assumption is based on the 2009 cost estimate, which had 170 bid items).
23. Stormwater calculation and design approach are based on the following assumptions: Water quality treatment will be achieved by using catch basin cartridge filters or one large multiple cartridge filter vault at the downstream end of the Main Street system. Oil control may be required for the intersections with a measured average daily traffic (ADT) count of 25,000 vehicles or more on the main roadway and 15,000 vehicles or more on any intersecting roadway (Vol. V Ch. 2). The existing conveyance system is not experiencing capacity issues [Mike Swanson, COV, June 2022]; therefore, as the project is not adding impervious surface area, the existing system will be used for conveyance. It is assumed that detention is not required since runoff directly discharges to the Columbia River. Soil testing for infiltration rates may be needed in the future.
24. For environmental permitting, the surface water discharge disciplinary report is not needed, and the ESA will remain “No Effect” for the NEPA determination. This assumption is based on the project surface water being fully infiltrated on-site and no net increase in pollution generating impervious surface (PGIS).
25. Service sizing for upgrading existing or designing new fire service building connections will be provided by the City.
26. 90% Design - Minor revisions to design documents to incorporate permit and owner comments. Substantial deviation from the design documented in the 60% design phase may require additional services to accommodate.
27. The City will complete dye testing in-house or will contract separately with a contractor for this work. MacKay Sposito will provide coordination with City staff or the City’s contractor to complete the work.

9.0 PRIVATE UTILITY COORDINATION

Provide coordination with private utilities including Clark Public Utilities, NW Natural Gas, Comcast, CenturyLink, and up to three additional communications (cable, phone, fiber) providers.

9.1 REVIEW EXISTING PRIVATE UTILITY DOCUMENTATION AND SITE CONDITIONS

- Review previously completed 95% design utility coordination documents provided by the City (summaries, reports, relocation plans, and designs.)
- Coordinate with private utilities to request field locate marks and all available utility records within the project limits.

- Serve as a single point of contact through the design phase of the project for utilities in addressing their need for project information and design requests, including the distribution of design plans and electronic design files in CAD and Civil 3D.
- Complete an onsite review of private utilities while referencing the City provided topographic/existing conditions survey and utility provided as-builts/records.
- Private Utility Coordination
 - Contact private utilities to provide a general overview of the project scope, limits, and anticipated schedule.
 - Work with private utilities to identify requirements related to their relocation and/or modification.
 - Develop and maintain a private utility coordination tracker to document:
 - Contact information for each utility
 - Correspondence, including phone and email conversations
 - Anticipated relocation schedule and associated risks
 - Send design plans and the project schedule to each utility at the completion of 60%, 90% and 100% design milestones.
 - Coordinate with private utilities to schedule up to three in-person group meetings at MacKay Sposito's office to include all utilities. Prepare agendas and minutes for each meeting.
- Utility Conflict Reports
 - Prepare a Utility Conflict Report and plan exhibits for each utility based on the 60% design plans.
 - Update the Utility Conflict Report and plan exhibits for design changes from the 60% to 90% design.
 - Send utility conflict letters at 60% and 90% design to affected utility companies describing conflicts and communicating the required schedule for conflict resolution design and construction work

TASK 9 DELIVERABLES:

- *Coordination tracker*
- *Conflict reports and exhibits*
- *Meeting agendas and minutes*
- *30% submittal – existing utilities identified and marked up on survey base mapping*
- *Utility report based on 30% plans within 20 days of 30% submittal*
- *Preliminary utility conflict analysis based on 60% plans within 20 days of 60% submittal*
- *Preliminary utility conflict analysis based on 90% plans within 20 days of 90% submittal*
- *Conflict notice letters/emails and attachments for each utility*
- *100% utility conflict analysis based on final plans within 15 days of 100% submittal*
- *Review and comments on utility relocation plans.*

TASK 9 PRIVATE UTILITY COORDINATION ASSUMPTIONS:

1. All private utility relocation designs will be completed by others (assumed to be completed by private utilities). MacKay Sposito's design plans will include approximate locations of new trenching and private utility structures as required for undergrounding of overhead utilities crossing Main Street.
2. Utility companies will provide their proposed design in AutoCAD as well as PDF plan sheets.

3. The City will coordinate with private utilities regarding relocation costs and agreements.
4. Private utility undergrounding and relocation construction work will take place concurrently with the City's Main Street construction contractor's work.
5. No new additional major utility conflicts will occur between 90% and 100% design.

10.0 PUBLIC OUTREACH

Point North Consulting will lead public outreach for the consultant team with support from MacKay Sposito and First Forty Feet. The primary goal for public outreach is to inform, listen, and set expectations with the local businesses and the community regarding the proposed improvements, likely impacts, and proposed mitigation. Key objectives are outlined in Point North's scope of work and include:

- Build positive awareness of project details and anticipated timeline
- Bring key stakeholders and the community along so that they feel heard and part of the project development process
- Uncover areas of concern, potential challenges, and develop mitigation solutions
- Leverage storytelling and partner channels to generate broad amplification of project ambassadors
- Nurture project (brand) affinity and reassurance among key stakeholders and project ambassadors
- Strengthen feedback loop relationships with key stakeholders and the broader community

MacKay Sposito's scope is outlined below. Please refer to Schedule E for Point North and Schedule C for First Forty Feet's scopes of work.

10.1 PUBLIC OUTREACH SUPPORT (MACKAY SPOSITO)

- Project Meetings
 - Bi-weekly meetings with the public outreach team and City. This includes summary meetings following each open house.
 - Attend planning and coordination meetings with the consultant public outreach team.
 - Attend project partner and stakeholder meetings.
 - Attend Community Advisory Committee meetings.
 - Attend "office hours"/coffee corners" events.
- Discovery and Refinement
 - Assist with developing the Project Information and Media Tool Kit.
- Outreach and Engagement
 - Assist with developing the project advisory group and block captain's role, responsibilities, and meeting cadence. Recruiting will be provided by others.
 - Assist with project rebranding including reviewing materials and providing feedback.
 - Door to Door - Attend a results summary meeting with the project team. Identify and in conjunction with City's small business coordinator complete door to door outreach with key property/business owners that require technical follow up from the design team.
 - Assist with developing a promotional video.
 - Provide graphics support for developing a City-lead and hosted project website and provide periodic information updates.
 - Assist with preparing for two virtual and one in-person open houses and associated mailers.
 - Assist with preparing a slide show and delivering up to two council updates.

- Review and provide feedback on monthly block captain feedback reports.
- Assist with preparing, reviewing, and presenting the final community engagement report.
- Business Retention Strategy
 - Participate in up to two meetings to review and discuss the City provided business retention strategy, including implementation strategies.

Deliverables:

- *Review comments for Point North deliverables*
- *Graphic support as outlined above for open houses, project website, mailers, council updates, etc.*
- *See Point North scope of work for additional public outreach deliverables*

TASK 10 PUBLIC OUTREACH ASSUMPTIONS:

1. Bi-weekly meetings with the City and bi-weekly meetings with the consultant team are included in the project management task.
2. Attend up to five in-person project partner and stakeholder meetings
3. Attend up to four Community Advisory Committee Meetings
4. Project Information and Media Tool Kit: up to 10 hours of graphic design/development
5. Rebranding: attend up to two meetings with the project team
6. Door-to-Door: up to 12 hours each for the project manager and deputy project manager for door to door follow up with the City's small business coordinator
7. Promotional video: up to 10 hours
8. Project website: up to 20 hours of graphic and information support
9. Open houses: up to 30 hours of graphics support from the design team
10. Council updates: up to 15 hours for preparing slides/content and presenting to council
11. "Office hour/coffee corner" events: up to five one-hour events

11.0 STRUCTURAL ENGINEERING (KRAMER GEHLEN)

Please refer to Schedule F for structural engineering scope of work.

12.0 CULTURAL INVESTIGATION (AINW)

Please refer to Schedule G for cultural resources scope of work.

13.0 CITY DELIVERABLES TO THE CONSULTANT**13.1 SAMPLE PROJECTS**

- The City will provide copies of sample City Projects, environmental documentation, and design guidelines. The City also will provide electronic files of title blocks, ortho and aerial drawings and standard details for streets, traffic signals, street lighting and other available details.

13.2 PROJECT COORDINATION

- The City will assist the consultant in managing relationships with other jurisdictions involved in the project, adjacent property owners and the public. The City will provide staff to meet

and discuss the project with the consultant as needed. The City will provide written comments pertaining to the design submittals.

13.3 SURVEY WORK AND PRELIMINARY PLANS

- The City has provided survey data, collected in 2022, to the consultant in AutoCAD format.

13.4 RIGHT-OF-WAY

- The consultant will prepare right of way plans and exhibits (if needed).
- The City will prepare legal descriptions (if needed).
- The City will acquire all right of way and easements necessary for the construction of the project.

13.5 RIGHT OF ENTRY PERMITS

- The City will obtain the right of access to private properties for all project developments. The consultant shall coordinate access.

13.6 UTILITY LIST

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

13.7 WATER AND SEWER DESIGN

- The City will provide the type and size of material to be included in the plans. The consultant will design a water and sewer system for the project and develop the needed plan sheets to be included in plans. The consultant shall coordinate the inclusion of final plans, specifications and estimates for water and sewer in the overall project document.

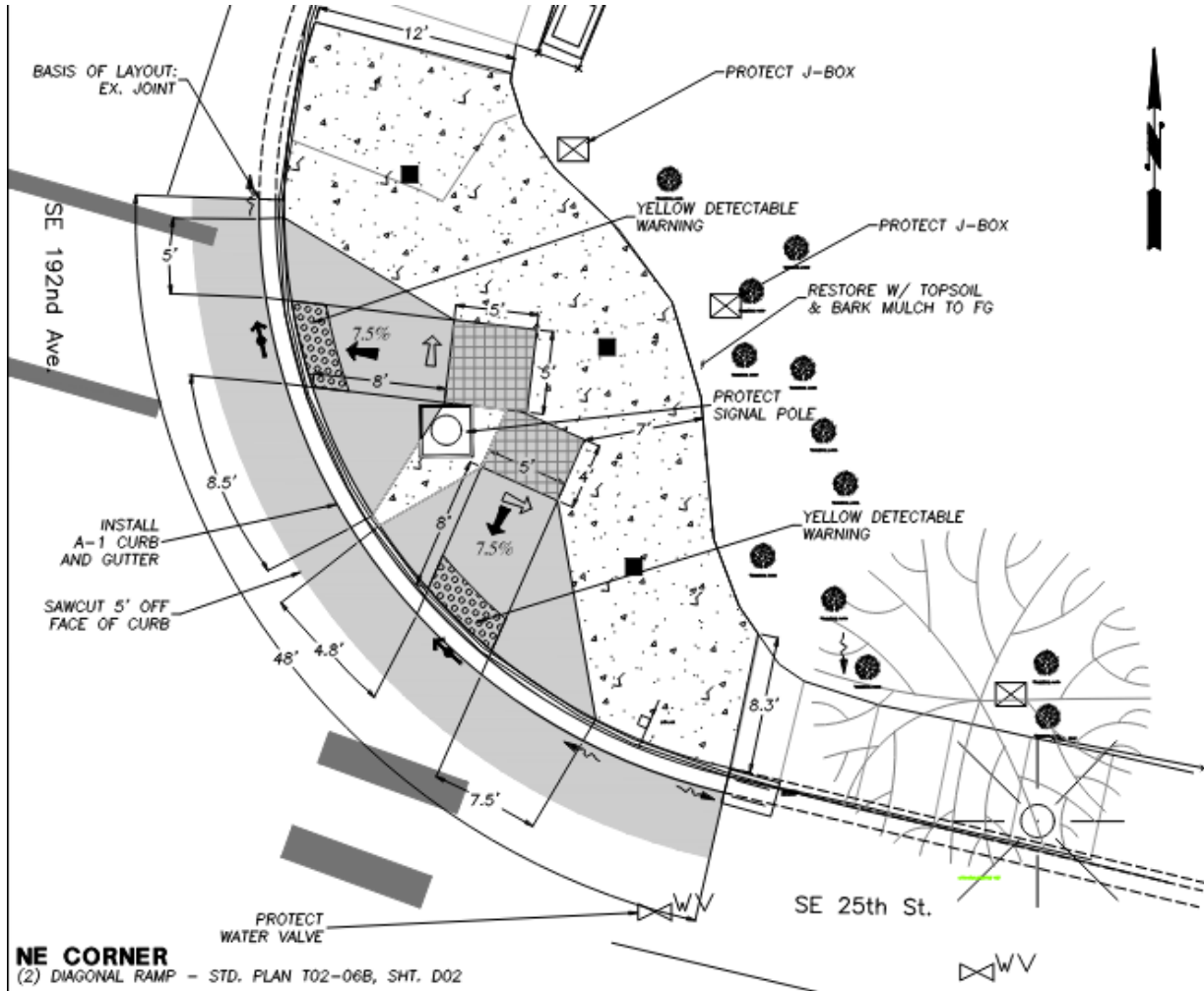
13.8 STREET LIGHT AND TRAFFIC SIGNAL REQUIREMENTS

- The City will provide the illumination type, the minimum illumination levels and uniformity ratios to be used in the project design. The City also will provide traffic signal design concepts, standards and policies, including traffic interconnect schemes as needed.

SECTION 13 DELIVERABLES

- *Sample projects*
- *Project coordination*
- *Survey work and preliminary plans*
- *Right-of-way plans and exhibits (if needed)*
- *Right of Entry Permits (if needed)*
- *Utility list*
- *Main sizing requirements for potable water and sanitary sewer design.*
- *Street light and traffic signal requirements*

Exhibit 1 - ADA Ramp Design Detail Example



City of Vancouver - Main Street Streetscape - 5th - 15th St
Actuals Not To Exceed Table (ANTE)

MacKay Sposito, Inc 1325 SE Tech Center Drive, Ste. 140 Vancouver, WA 98683				
Job Classifications (Empty Types)	Direct	Overhead	Fixed Fee	All Inclusive
	Labor Rate	NTE*	NTE	Hourly Billing
	NTE*	178.21%	12.00%	Rate NTE
Accounting Manager	49.04	\$87.39	\$16.37	\$152.80
Administrative Assistant	27.50	\$49.01	\$9.18	\$85.69
Administrative Coordinator	34.00	\$60.59	\$11.35	\$105.94
Administrative Manager	51.92	\$92.53	\$17.33	\$161.79
Public Outreach Coordinator	28.00	\$49.90	\$9.35	\$87.25
Public Outreach Strategic Advisor	62.50	\$111.38	\$20.87	\$194.75
Construction Inspector I	43.00	\$76.63	\$14.36	\$133.99
Construction Inspector II	44.00	\$78.41	\$14.69	\$137.10
Construction Inspector III	45.00	\$80.19	\$15.02	\$140.22
Construction Inspector IV	47.00	\$83.76	\$15.69	\$146.45
Construction Manager	53.85	\$95.97	\$17.98	\$167.79
Creative Designer	34.00	\$60.59	\$11.35	\$105.94
Design Technician I	29.50	\$52.57	\$9.85	\$91.92
Design Technician II	32.50	\$57.92	\$10.85	\$101.27
Design Technician III	34.50	\$61.48	\$11.52	\$107.50
Design Technician IV	35.00	\$62.37	\$11.68	\$109.06
Engineer I	33.00	\$58.81	\$11.02	\$102.83
Engineer II	35.00	\$62.37	\$11.68	\$109.06
Engineer III	37.50	\$66.83	\$12.52	\$116.85
Engineer IV	40.50	\$72.18	\$13.52	\$126.20
Engineering Manager	62.02	\$110.53	\$20.71	\$193.25
Environmental Manager II	60.10	\$107.10	\$20.06	\$187.26
Environmental Specialist I	34.00	\$60.59	\$11.35	\$105.94
Field Engineer	37.00	\$65.94	\$12.35	\$115.29
GIS Mapping Specialist II	41.50	\$73.96	\$13.85	\$129.31
IT Technician/Support	20.00	\$35.64	\$6.68	\$62.32
Land Surveyor I	40.00	\$71.28	\$13.35	\$124.64
Land Surveyor IV	47.00	\$83.76	\$15.69	\$146.45
Landscape Architect II	41.00	\$73.07	\$13.69	\$127.75
Landscape Designer I	30.00	\$53.46	\$10.02	\$93.48
Landscape Designer II	31.25	\$55.69	\$10.43	\$97.37
Landscape Manager	62.02	\$110.52	\$20.71	\$193.25
Natural Resource Specialist IV	40.50	\$72.18	\$13.52	\$126.20
Planner	38.00	\$67.72	\$12.69	\$118.41
Planning Director	62.41	\$111.22	\$20.83	\$194.46
Planning Technician	26.50	\$47.23	\$8.85	\$82.57
Principal	75.96	\$135.37	\$25.36	\$236.69
Project Accountant	38.00	\$67.72	\$12.69	\$118.41
Project Controls Manager	35.58	\$63.40	\$11.88	\$110.86
Project Coordinator	29.50	\$52.57	\$9.85	\$91.92
Project Engineer	52.40	\$93.38	\$17.49	\$163.28
Project Manager	55.29	\$98.53	\$18.46	\$172.28
Project Manager - Design	59.13	\$105.38	\$19.74	\$184.26
Project Manager - Landscape	43.27	\$77.11	\$14.45	\$134.83
Project Manager - Survey	50.48	\$89.96	\$16.85	\$157.30
QAR	53.00	\$94.45	\$17.69	\$165.15
Quality Manager	60.09	\$107.09	\$20.06	\$187.24
Senior Civil Inspector	39.00	\$69.50	\$13.02	\$121.52
Senior Construction Inspector	43.00	\$76.63	\$14.36	\$133.99
Senior Construction Manager	60.00	\$106.93	\$20.03	\$186.96
Senior Landscape Designer	42.00	\$74.85	\$14.02	\$130.87
Senior Planner	40.00	\$71.28	\$13.35	\$124.64
Senior Principal	115.38	\$205.63	\$38.52	\$359.53
Senior Survey Party Chief	56.00	\$99.80	\$18.70	\$174.49
Senior-Resident Engineer	52.40	\$93.39	\$17.50	\$163.29
Software Engineer	46.15	\$82.24	\$15.41	\$143.80
Stormwater Analyst	38.00	\$67.72	\$12.69	\$118.41
Survey Instrument Person	29.00	\$51.68	\$9.68	\$90.36
Survey Manager	59.62	\$106.24	\$19.90	\$185.76
Survey Party Chief	33.00	\$58.81	\$11.02	\$102.83
Survey Technician III	31.50	\$56.14	\$10.52	\$98.15
Survey Technician IV	39.00	\$69.50	\$13.02	\$121.52



SCHEDULE A

**GEOTECHNICAL INVESTIGATIONS
AND HAZARDOUS MATERIALS**

NV5

GEOTECHNICAL ENGINEERING

BACKGROUND

Based experience in the area and review of water well logs the subsurface conditions along the alignment are expected to consist of historic fill underlain sand and gravel with varying proportions of silt. Static groundwater is expected to be more than 50 feet BGS at the site.

Geotechnical explorations are required along the alignment to provide design and construction recommendations for the project. The critical elements include recommendations for shoring;; signal pole foundations; and excavatability.

We propose to complete one drilled boring to a depth of up to 15 feet BGS on each block of the alignment to provide design and construction recommendations for the project. Borings will be completed approximately 5 feet below the deepest planned utilities (approximately 10 feet).

SCOPE

Field Work Coordination

NV5 will perform the following tasks prior to explorations.

- Prepare an exploration plan for the project. The plan will show the proposed drilling locations, anticipated termination depths, and other pertinent information. The exploration plan shall be submitted to the City for review and approval prior to commencement of drilling operations.
- Prepare traffic control plans (TCP) for the drilling locations and submit right-of-way permits to the City for approval. We have assumed right-of-way fees will be waived by the City. Vehicular flaggers and signing will be required. We have assumed right-of-way permit fees will be waived by the City of Vancouver.

Field Exploration

- Complete the following drilled borings at the site:
 - Ten drilled borings to depths up to 15 feet BGS.
- Obtain soil samples at 2.5- and 5-foot intervals at each exploration.
- Maintain a detailed log of each exploration, visually classify the soil encountered, obtain soil samples as appropriate for the soil conditions encountered, and observe groundwater conditions in each exploration.

Laboratory Testing

- NV5 will perform all necessary laboratory tests to provide earthwork recommendations, pavement and retaining wall designs, and signal pole foundation design. Our specific scope will include:
 - Up to 30 moisture content tests.
 - Up to 25 percent fines (material passing the No. 200 sieve).

Geotechnical Report Preparation

- NV5 will prepare a draft Geotechnical Report summarizing all results of the field exploration and laboratory testing program and analysis results, conclusions, recommendations and comments including the following:
 - Design and construction criteria, including fill materials (dry and wet weather), compaction criteria
 - Slope stability for temporary and permanent cut slopes
 - Temporary shoring design recommendations
 - Geotechnical design criteria for signal and light poles
 - We understand pavement sections will be in conformance with City Standards and pavement design will not be required.
- NV5 will incorporate review comments from the design and ownership teams into the final Geotechnical Report and provide it prior to 90% design level.

Geotechnical Deliverables

- Draft exploration plan
- Final exploration plan
- Draft geotechnical report
- Final geotechnical report prior to 90% design level

HAZARDOUS MATERIALS

Hazardous Materials Discipline Report (per WSDOT NEPA requirements)

The consultant will conduct an assessment to identify the presence or possible of hazardous materials and/or contaminant releases within or adjacent to the project that may be encountered during construction. The assessment will build upon previous assessments of the alignment, including a 2006 Level 1 Environmental Site Assessment and follow up investigations regarding potential underground storage tanks (USTs). The findings of this assessment will be summarized in a comprehensive standard Hazardous Materials Discipline Report. The purpose of the hazardous materials discipline report is to document previous hazardous materials studies and serve as input to the National Environmental Policy Act (NEPA) process. The study will include an appropriate level of documentation and analysis necessary to allow transportation staff to make informed decisions regarding the selection of alternatives, mitigation measures, and/or the necessity of initiating early coordination with relevant regulatory agencies. The study will identify sites that may (1) affect the environment, (2) create significant construction impacts, and/or (3) incur cleanup liability to the City. The study will also provide information to evaluate whether additional hazardous material investigations are necessary to support future estimates of site cleanup and construction costs and to assess the City's liability associated with the project. Sites that require a degree of consideration during project development include (1) locations within the proposed right-of-way (ROW) where contaminants in soil or groundwater

could affect design or the cost of construction, including adjacent or hydraulically upgradient properties with a potential to affect construction activity, and (2) properties currently considered for acquisition.

The consultant will refer to the WSDOT *Environmental Manual*, dated August 2021, and will complete the study in accordance with the *Guidance and Standard Methodology for WSDOT Hazardous Materials Discipline Reports*.

Deliverables:

- Draft Hazardous Materials Discipline Report
- Final Hazardous Materials Discipline Report

Pre-Construction Investigation

Previous studies indicated the presence of two decommissioned USTs and seven potential fill ports that may be associated with USTs within the proposed ROW. Consultant will conduct a geophysical survey in the areas of previously identified USTs and potential UST fill ports to attempt to locate and mark USTs in these areas. The geophysical survey will include magnetometer and ground penetrating radar surveys.

Deliverables:

- Draft Pre-Construction Exploration Report
- Final Pre-Construction Exploration Report

Inadvertent Discovery Plan/UST Underground Tank Removal Procedures and Permitting

Consultant will prepare an Inadvertent Discovery Plan that outlines appropriate steps in the event that unknown USTs are encountered during construction to minimize potential construction delays from the inadvertent discovery. The Inadvertent Discovery Plan will include a description of initial procedures to be followed by the contractor upon discovery as well as appropriate UST removal procedures and associated permitting to be followed by the licensed UST service provider subcontractor.

Deliverables:

- Draft Inadvertent Discovery Plan/UST Underground Tank Removal Procedures and Permitting Plan
- Final Inadvertent Discovery Plan/UST Underground Tank Removal Procedures and Permitting Plan

Subsurface Investigation (Contingency Task)

If the results of the Hazardous Materials Discipline Report indicate the presence or likely presence of a release of hazardous materials or petroleum products at a property, a subsurface investigation may be recommended. The purpose of a subsurface investigation is to obtain sound, scientifically valid data concerning actual property conditions related to a release of hazardous substances or petroleum products at the property, provide information relevant to taking reasonable steps to prevent or limit exposure to hazardous substances or petroleum products, and to provide information relevant to evaluating business environmental risks and/or human health or environmental risks. The subsurface investigation will be completed in general

accordance with ASTM Practice E1903-11, *Standard Practice for Environmental Site Assessments: Phase II Environmental Site Assessment Process*. The specific scope of the subsurface investigation will be based on the results of the Hazardous Materials Discipline Study Report.

Deliverables:

- Draft Subsurface Investigation Report
- Final Subsurface Investigation Report



Project Name: Main Street Streetscape – 5th to 15th St Project Manager: Geotech - Nick Paveglio, HazMat - Colby Hunt NV5 Job No.: Vancouver-42-01 Client Job No.: Date: 07/08/2022		Labor																		Expenses																		Total Budget Amount
		Principal	Senior Project Manager	Project Manager I	Technical Specialist I	Staff II	Senior CAD Tech	Senior Project Assistant/Tech. Editor	Support Staff	Total Labor	Field Equipment/Supplies	Geotechnical Laboratory	Traffic Control Subcontractor	Utility Locate Subcontractor	Drilling Subcontractor	Geophysical Survey Subcontractor	Regulatory Database Subcontractor	City of Vancouver Permitting	Total Expenses																			
		Geotechnical Investigation - NV5		12.00	36.00		40.00		10.00	9.00		\$12,509.63	\$423.45	\$2,600.00	\$8,500.00	\$1,300.00	\$15,000.00		\$1,500.00	\$29,323.45	\$41,833.08																	
	Geotechnical Investigation									\$12,509.63										\$41,833.08																		
Hazardous Materials - NV5	Comprehensive Hazardous Materials Discipline Report	6.00		12.00		64.00	8.00	6.00	2.00	\$8,628.86	\$61.00						\$1,200.00		\$1,261.00	\$9,889.86																		
	Pre-Construction Investigation	2.00		8.00		24.00	6.00	2.00	1.00	\$3,805.89	\$61.00				\$5,800.00				\$5,861.00	\$9,666.89																		
	Inadvertant Discovery Plan	4.00		6.00		24.00		2.00	1.00	\$3,491.41									\$0.00	\$3,491.41																		
											\$0.00									\$0.00	\$0.00																	
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											\$0.00									\$0.00	\$0.00																	
		HazMat Subtotal									\$15,926.16										\$23,048.16																	
	TOTAL HOURS	24.00	36.00	26.00	40.00	112.00	24.00	19.00	4.00																													
	RATE	226.17	127.02	94.09	90.57	74.10	96.44	70.63	102.53																													
	TOTAL DOLLARS	\$5,428.08	\$4,572.72	\$2,446.34	\$3,622.80	\$8,299.20	\$2,314.56	\$1,341.97	\$410.12	\$28,435.79											\$64,881.24																	

Actuals Not To Exceed Table (ANTE)

WSDOT Agreement: _____
 NV5 Global, Inc.
 200 South Park Road, Suite 350
 Hollywood, FL 33201

Job Classifications	Direct Labor Rate NTE*	Overhead NTE*	Fixed Fee NTE	All Inclusive Hourly Billing Rate NTE
		134.64%	10.00%	
Principal	\$92.45	\$124.47	\$9.25	\$226.17
Senior Associate	\$58.17	\$78.32	\$5.82	\$142.31
Associate	\$55.29	\$74.44	\$5.53	\$135.26
Senior Project Manager	\$51.92	\$69.91	\$5.19	\$127.02
Project Manager II	\$47.12	\$63.44	\$4.71	\$115.27
Project Manager I	\$38.46	\$51.78	\$3.85	\$94.09
Senior Technical Specialist		\$0.00	\$0.00	\$0.00
Technical Specialist II		\$0.00	\$0.00	\$0.00
Technical Specialist I	\$37.02	\$49.84	\$3.70	\$90.57
Engineering/Geological Staff III	\$38.94	\$52.43	\$3.89	\$95.26
Engineering/Geological Staff II	\$30.29	\$40.78	\$3.03	\$74.10
Engineering/Geological Staff I	\$30.29	\$40.78	\$3.03	\$74.10
Senior CAD Technician	\$39.42	\$53.08	\$3.94	\$96.44
CAD	\$35.64	\$47.99	\$3.56	\$87.19
Senior Technician	\$39.42	\$53.08	\$3.94	\$96.44
Technician II	\$24.58	\$33.09	\$2.46	\$60.13
Technician I	\$24.00	\$32.31	\$2.40	\$58.71
Senior Project Assistant/Senior Technical Editor	\$28.87	\$38.87	\$2.89	\$70.63
Project Assistant/Technical Editor	\$31.06	\$41.82	\$3.11	\$75.99
Support Staff	\$41.91	\$56.43	\$4.19	\$102.53

A large, stylized number '4' graphic composed of overlapping gray and light gray geometric shapes, positioned on the left side of the page.

SCHEDULE B

**TRAFFIC ENGINEERING AND
STREET LIGHTING DESIGN**

DKS Associates



720 SW Washington St.
Suite 500
Portland, OR 97205
503.243.3500
www.dksassociates.com

SCOPE OF SERVICES

Task 1 – Project Coordination and Meetings

DKS Associates (DKS) will provide the following project coordination and attend the following meetings:

- One virtual two-hour project kickoff meeting
- One virtual one-hour coordination meeting with City of Vancouver and Clark Public Utilities
- Biweekly virtual project coordination meetings (up to 24 total meetings)
- Three virtual two-hour design review meetings after the 60%, 90%, and 100% submittals
- Monthly progress reports
- Maintain project file

Task 2 – Transportation Analysis

The transportation analysis will evaluate the weekday morning and evening peak hours. The analysis will include the following study intersections:

- Main Street and 6th Avenue
- Main Street and 8th Avenue
- Main Street and Evergreen Boulevard

Existing Conditions

Consultant shall summarize the existing transportation system and services in the study area. The summary shall include:

- Peak hour volumes of vehicles, freight, transit, bicyclists, or pedestrians at study intersections
- Average daily traffic volume on corridor
- Vehicle classifications and heavy vehicle percentage
- Bicycle, pedestrian, and transit usage and facilities
- Functional classification of facilities
- On-Street parking



DKS shall evaluate collision data for the last five available years on the study corridor and identify potential safety issues. DKS shall calculate the collision rate for the study intersections. Field observations will be used to determine additional areas of focus.

DKS shall collect turning movement counts at the study intersections (listed above) for weekday morning (7 to 9 AM) and evening (4 to 6 PM) peak periods. The counts shall include vehicles, freight, transit, pedestrians, and cyclists. DKS shall conduct 48-hour (15-minute interval) vehicle classification and speed counts on the corridor at two locations.

DKS shall conduct a field review of the study intersections during the morning (7 to 9 AM) and evening (4 to 6 PM) peak periods. DKS shall document posted speed limits, number of lanes, intersection geometries and control, traffic signal timing, existing pedestrian and bike facilities, and transit facilities. The field review will include observed vehicle operations (delays and queues), pedestrian and bicycle operations, bus operations, driveway spacing and interactions, safety issues and on-street parking.

The City shall provide traffic signal timing sheets for the signalized study intersections.

DKS shall create a Synchro model to represent existing conditions on the study corridor. DKS shall evaluate the study intersections and report vehicle level of service, delay, v/c ratio, and queuing at key locations. Any existing operational deficiencies will be documented.

DKS shall conduct an operational analysis using existing year volumes to evaluate the potential conversion of the existing all-way stop intersections of Main Street and 6th Street and Main Street and 8th Streets to full signal control. DKS will examine the pros and cons of the proposed alternatives and provide a recommendation as to whether to convert the intersections to full signal control. The analysis will report vehicle level of service, delay, v/c ratio, and queuing at study intersections compared to the existing conditions. Any operational deficiencies and potential improvements will be documented.

DKS shall prepare a Draft Transportation Analysis Report for City review. Based on comments received, DKS shall prepare a Final Transportation Analysis Report.

Deliverables

- Draft Transportation Analysis Report
- Final Transportation Analysis Report

Task 3 – Lighting Design

DKS will prepare plans, specifications, and cost estimate for the removal and installation of new roadway lighting along Main Street between 5th Street and 15th Street. DKS will use AGI software to determine appropriate light levels for the roadways and intersections per City of Vancouver standards and ANSI/IES RP-8-18: Recommended Practice for Design and Maintenance of Roadway and Parking Facility Lighting. The light poles will be equipped with features such as banner arms, GFCI outlets, and drip irrigation for watering plants.



All other decorative lighting (festoon lighting, architectural lighting, etc.) will be designed by others. DKS will coordinate with the decorative lighting designer and prepare cost estimates to include in the 60%, 90%, and 100% submittals.

DKS will provide special provisions for the 90% and 100% submittals using the current version of the City of Vancouver design standards.

Assumptions

- City will provide direction of luminaire pole and fixtures used in design.
- All decorative lighting and associated work, with the exception of cost estimates, will be performed by others.
- Luminaire poles will include irrigation for planters and GFI receptacles. City to provide direction on irrigation details.
- Lighting level summary will be shown on plan sheets. No separate lighting memo will be provided.
- DKS will perform up to two project site visits during design.
- Foundation design to be provided by others.

Deliverables

- Illumination plan – 5 sheets
- Illumination details – 4 sheets
- Special Provisions
- Engineer's cost estimate

Task 4 – Traffic Signal Design

DKS shall prepare plans, specifications, and cost estimate for the modification of existing traffic signals at Main Street and 6th Street, Main Street and 8th Street, Main Street and Evergreen Boulevard, and Main Street and 15th Street to accommodate streetscape improvements. All traffic signal plans and specifications will conform to Manual on Uniform Traffic Control Devices, City of Vancouver, and National Electric Code standards as applicable. DKS will identify utility conflicts that will need to be resolved prior to traffic signal construction.

DKS will provide special provisions for the 60, 90%, and 100% submittals using the current version of the City of Vancouver design standards.



Assumptions

- No temporary signal plans will be created.
- DKS will perform up to two project site visits during design.
- Base maps to be provided by MacKay Sposito.
- Foundation design to be provided by others.

The following design work is assumed at each signalized intersection:

- Main Street and 6th Street
 - Three new traffic signal poles, signal heads, detection, pedestrian pushbuttons, and traffic signal cabinet.
- Main Street and 8th Street
 - One new traffic signal pole, detection, pedestrian pushbuttons, and traffic signal cabinet.
- Main Street and Evergreen Boulevard
 - Detection and pedestrian pushbuttons.
- Main Street and 15th Street
 - New vehicle signal heads and traffic signal cabinet.

Deliverables

- Traffic signal legend – 1 sheet
- Traffic signal modification plan – 4 sheets
- Traffic signal detection plan – 3 sheets
- Traffic signal details – 2 sheets
- Special Provisions
- Engineer's cost estimate

Task 5 – Traffic Signal Interconnect Design

DKS will prepare traffic signal interconnect plans, specifications, and cost estimate for the intersections of Main Street and 6th Street, Main Street and 8th Street, and Main Street and 15th Street to tie existing fiber optic cable into new traffic signal cabinets.



DKS will also prepare traffic signal interconnect plans for potential future usage along Main Street between the 6th Street intersection and 15th Street. These plans will show new conduit and handholes, but no new fiber optic cable or details.

DKS will provide special provisions for the 90% and 100% submittals using the current version of the City of Vancouver design standards.

Assumptions

- City of Vancouver to provide interconnect As-Builts.
- DKS will perform up to two project site visits during design

Deliverables

- Traffic signal interconnect plan – 5 sheets
- Fiber splice and termination details – 3 sheets
- Cabinet equipment and layout – 1 sheet
- Special Provisions
- Engineer's cost estimate

Task 6 – QA/QC and Design Review

DKS will provide design review and help identify project solutions related to signing, striping and traffic control plans as needed. DKS shall perform QA/QC review of the plans, specifications, and cost estimate for the signing, striping, and temporary traffic control at the 60%, 90%, and 100% submittals.

Assumptions

- All signing, striping, and traffic control plans will be designed and drafted by MacKay Sposito.

Deliverables

- QA/QC review of plans, specifications, and cost estimates at 60%, 90%, and 100% submittals.

Vancouver Main Street Design

Proposed budget by task - DKS Associates

6/17/2022

	PIC	PM	STE	TE	DE	CAD	Admin	DKS Labor	Expenses	Total
	\$267.40	\$198.04	\$214.19	\$156.34	\$130.83	\$88.98	\$126.71			
Task 1: Project Coordination and Meetings	1	43	13	13			10	\$14,867	\$0	\$14,867
Task 2: Transportation Analysis	1	8	8	32	40		4	\$14,308	\$2,100	\$16,408
Task 3: Lighting Design	4	44	14	60	110	60	4	\$42,399	\$100	\$42,499
Task 4: Traffic Signal Design	8	80	24	140	200	180	4	\$87,700	\$100	\$87,800
Task 5: Traffic Signal Interconnect Design	2	18	8	36	52	32	1	\$21,219	\$100	\$21,319
Task 6: QA/QC and Design Review	1	16	3	24	24		2	\$11,224	\$0	\$11,224
Total Non-Contingency	17	209	70	305	426	272	25	\$191,717	\$2,400	\$194,117

Legend:

PIC = Principal-in-Charge

PM = Project Manager

STE = Senior Transportation Engineer

TE = Transportation Engineer

DE= Design Engineer

CAD = Drafter

Admin = Project Administrator

Expenses

48-hour classification at 2 locations (south and north of Evergreen)

\$ 600

Actuals Not To Exceed Table (ANTE)

WSDOT Agreement: Y12366

DKS Associates

720 SW Washington St., Ste. 500

Portland, OR 97205

Job Classifications	Direct Labor Hourly Billing Rate NTE	Overhead NTE*	Fixed Fee NTE	All Inclusive Hourly Billing Rate NTE
		181.87%	30.00%	
ADMINISTRATIVE ASSISTANT 3	\$24.39	\$44.35	\$7.32	\$76.06
ADMINISTRATIVE ASSISTANT 4	\$38.14	\$69.36	\$11.44	\$118.94
ADMINISTRATIVE ASSISTANT 5	\$42.26	\$76.85	\$12.68	\$131.78
CAD TECHNICIAN 2	\$29.67	\$53.96	\$8.90	\$92.54
CAD TECHNICIAN 3	\$39.98	\$72.71	\$11.99	\$124.68
COMMUNICATIONS DESIGNER 2	\$43.60	\$79.29	\$13.08	\$135.97
COMMUNICATIONS DESIGNER 4	\$54.49	\$99.09	\$16.35	\$169.92
TRANSPORTATION ENGINEERING ASSISTANT	\$34.87	\$63.42	\$10.46	\$108.75
TRANSPORTATION ENGINEER/DESIGNER 2	\$37.18	\$67.62	\$11.15	\$115.95
TRANSPORTATION ENGINEER/DESIGNER 3	\$43.63	\$79.35	\$13.09	\$136.06
TRANSPORTATION ENGINEER/DESIGNER 4	\$52.14	\$94.82	\$15.64	\$162.59
TRANSPORTATION ENGINEER/DESIGNER 5	\$66.04	\$120.11	\$19.81	\$205.96
TRANSPORTATION ENGINEER/DESIGNER 6	\$68.68	\$124.91	\$20.60	\$214.19
SENIOR TRANSPORTATION ENGINEER	\$89.17	\$162.17	\$26.75	\$278.09



SCHEDULE C

URBAN DESIGN

FIRST FORTY FEET



Planning
Urban Design
Place Strategy

Project Scope of Work

The First Forty Feet (FFF) Team will work with the prime consultant to provide urban design, placemaking, and streetscape design services to assist in the preparation of the final streetscape design, construction drawings, and design specifications.

The following scope of work tasks describes how the FFF team will collaborate with the overall MacKay Sposito team, including PointNorth, Luna, VDA, and the City of Vancouver PMT, city staff, key stakeholders, community members, and regulatory agencies to prepare the final Main Street streetscape experience. FFF will **lead** the design of the placemaking elements while **supporting** the re-brand strategy and community engagement.

Project Scope of Work Tasks

Task 1: Project Orientation

The FFF Team will coordinate with the MacKay Sposito team and the City of Vancouver (COV) on the project's management structure, work plan, schedule, and coordination roles.

Subtask 1.1: Contract Administration, Invoicing, and Progress Reports

FFF will provide scope of work administration, invoicing, and reporting for the Main Street Project to MacKay Sposito's project manager to include the following:

1. Prepare and submit monthly invoices. Each invoice will include the date period covered by the invoice, number of hours worked during the billing period with billing rates shown; expenses; total cost for labor and expenses for the billing period.
2. Prepare a Contract Summary Report (CSR) to accompany the monthly invoices. The Contract Summary Report will list each invoice as well as current invoice with an itemized summary of invoice numbers, dates, and amounts billed for labor, expenses, and subconsultants as well as total amounts for each invoice. The CSR will also list the total amount billed to date, total amount remaining under contract, and contract expiration date.
3. Maintain required contract documentation. Provide copies of project files and records to the client for audits and public information requests. Final documents shall be provided in electronic format as requested.

Subtask 1.2: Project Management Meetings

The FFF team tasks includes attending Project Management Team (PMT) meetings necessary to gain insight, information, and successfully complete the project. The First Forty Feet project manager will coordinate with MacKay Sposito to determine appropriate City staff, City representatives, key stakeholders, and/or public agencies and representatives as needed to attend PMT meetings.

Project management tasks are integrated into each of the tasks in the work scope throughout the concept design phase and design documentation phases. The PMT will provide oversight and decision-making regarding the project scope, tasks deliverables, task deliverables review and schedule.

Anticipated Project Meetings	
Bi-weekly PMT Meetings	12
Oopen House Events	03
FFF-led Design Workshops	03
Internal Project Design Meetings	20
Total:	38

Subtask 1.3: Design Management, Coordination, and Direction

FFF shall review technical work and other deliverable products developed within the design concept phase and design implementation phases, including the 30%, 50%, and 90% working drawings and urban design specifications.

Will Grimm (FFF) will be the project manager of the Main Street Project with Jason Graf (First Forty Feet) managing strategic planning approaches to concept design with James Brackenhoff (First Forty Feet) and Cindy Trivisonno (First Forty Feet) leading urban design and placemaking design and documentation.

FFF shall manage the 'living design calendar' for the internal design team to utilize and identify and track project specific tasks including design, community outreach, and strategy through concept design. This document will be updated through life of the project.

Subtask 1.4: Design Quality Assurance/Quality Control of Placemaking Elements

The FFF Team will provide QA/QC for conceptual design, technical analyses, and construction documentation, and urban design specifications. The First Forty Team's QA/QC will ensure appropriate, right-sized quality assurance and control measures are in place and executed at key strategies during planning and design efforts.

The QA/QC plan will be integrated throughout all processes and woven into our critical path delivery schedule; for example, how the use of streetscape elements, public spaces, public art, and multi-modal facilities throughout the project area will be vetted early in the design concept process.

Subtask 1.5: Project Management Team (PMT) Kick-off

FFF will attend the project kick-off meeting session

- Confirm expectations and outcomes of the streetscape design, public outreach, and project's critical path, including project tasks, deliverables, and critical milestones
- Determine method(s) for COV delivery of background data and format of files (plans, drawings, GIS/Cad files) for creating a project area base map.
- Confirm PMT members and the overall Project decision-making process, including deliverables and documentation review in advance of public engagement

Deliverables:

- Provide prime consultant with draft meeting session notes.
- Draft Design Schedule + Bi-weekly Update (Calendar)
- Progress Reports on design status

Task 2: Urban Design + Design Engineering

Subtask 2.1: Site Investigation

FFF will review the existing standards, guidelines, current main street design and Main Street District Design Handbook to assess, evaluate, and provide design recommendations to advance the vision for Downtown's Main Street design.

- Review significant prior planning and reference documents performed in c2006-2009 to assist in the assessment and urban design recommendations of the Downtown Main Street Project.
- Review existing conceptual geometric layouts to be used as the basis for design of the Project. Our team shall use these conceptual designs to develop an alternative approach to geometric designs for City review and approve.
- Team to conduct up to four site walks to gain insight on existing conditions, existing business operations, existing character of the project area. Site walks and observations will provide critical information, including how the community is using the space and key observations of public life within the project area.
- Conduct the design assessment on the current Main Streetscape Design concept to better understand potential changes and alterations of the design, especially when considering climate action, stormwater, multi-modal facilities, change in culture, change in business profiles, and business operations.
- Develop high-level placemaking opportunities and constraints analysis to determine locations for public art, open-air installations, short-term programming, gateway opportunities, pedestrian connections, business expansion, and placemaking moments. The analysis will include highlighting barriers that prevent or impact placemaking opportunities.

Deliverables:

- Existing Design Concept Assessment and Evaluation
- Placemaking Opportunities and Constraints Analysis
- Progress Reports on design status

Subtask 2.2: Develop Preliminary Geometric Design Concept

- Assist in a Visioning and Goal Setting Session – Design Narrative:
 - FFF will lead a series of workshops to help the City refine their existing vision. The intent of these workshops is to clearly defined a set of design principles leading directly to design outcomes in achieving the Main Street vision.
- Develop Three Preliminary Streetscape Design Options and Preferred Option Geometric Concept.
 - Assess existing design and angled-to-parallel parking opportunities
 - Provide a design alternative to the existing angled parking locations, illustrating the look and feel of parallel parking.
 - Resolve the dimensional aspects of angled parking to parallel parking conditions.
 - Develop Main Street Urban Design Placemaking Strategies:
 - FFF will develop a people-centered placemaking strategy for Main Street. This will involve collaboration with local artists and key stakeholders in the project to assist in generating bespoke design elements such as street and wall murals, landscape elements and paving materials which contribute to the local identity and culture of Downtown Vancouver.
 - Develop Site Furnishing and Placemaking Elements / Details

- FFF will develop a menu of site furnishings, seating requirements, and dimensional details for elements such as lighting, bicycle parking, seating, parklets, parking meters, trash receptacles public art, tree grates and other elements.
- Collaborate on right-of-way plans and details
 - FFF will coordinate with MacKay Sposito the dimensional requirements e.g street cross sections, typical block plans and design details related to curbs, curb bulb-outs, curbless street segments, corner and bulb out radii, and spacing requirements for vertical elements such as lighting, signage, art installations and street trees.
 - FFF will also work closely with Mackay Sposito's in-house landscape architects to integrate the technical aspects of landscape elements into the overall right-of-way plans and details.
- Develop design for intersection transitions at key locations
 - FFF will produce a series of design recommendations and drawings for intersection transitions at key locations to ensure that the aesthetic and functional considerations for mobility is met and in conformance with all traffic and planning standards and ADA requirements.
- Street Lighting Concept Design
 - FFF will support VDA with the type, style and location of light fixtures along Main Street as part of the broader placemaking design strategy. Support VDA on the lighting design concept will also make recommendations regarding light distribution and brightness, the appearance of the space and luminaires, glare and color, as well as lighting control and flexibility.
- Coordinate with COV and VDA to identify locations for public art
 - FFF will lead meetings with the VDA to determine opportunities for the installation and/or painting of public art within the public right-of-way or private properties of Main Street owners. Coordination with the appropriate City departments will take place during this time to ensure that the public art meets all regulatory planning, standards and permitting requirements.
- Assist PointNorth with the development of Brand Strategies
 - FFF will assist in the development of Brand to support the vision of creating an identifiable downtown destination. Our team will help develop a compelling and effective brand story for Downtown Main Street that offers a unique messaging and storyline to be fully integrated into the urban design elements and placemaking experience. These elements will include environmental graphics, wayfinding, brand expressions, and signature urban design elements. FFF will integrate PointNorth's brand expressions, logo design, color and typography guidelines into the placemaking elements.
- Design coordination of Plan Sheets
 - After a finalized concept design, placemaking strategy, site furnishing and elements have been approved by the City, First Forty Feet will work with Mackay Sposito to assist in translating and coordinating drawings into a complete set of Plan Sheets.
 - First Forty Feet will review the civil design and meet, as needed, with Mackay Sposito as Design Development and Construction Drawings are produced to ensure the civil drawings dimensions, landscape elements, street furnishings, paving materials and light fixtures to ensure construction documentation meets the preferred design intent and performance requirements...
- Street Typologies
 - Develop a unique street type or festival street in a key locations and segments that can provide opportunity for flexibility in use, ability to close down for a activities and events.

Assumptions:

- FFF will develop the Urban Design Placemaking Strategy and Placemaking Plan to guide the city and stakeholders on unique placemaking elements that are outside the construction of the streetscape concept. Unique placemaking elements include the commissioning of a local artist to create public art works, construction of special outdoor seating environments, or installation of bike corrals, to name a few.

Deliverables:

- Three Main Street Streetscape Design Options
- Urban Design Placemaking Strategies and Placemaking Plan
- Public Art and Place Strategy Package
- Preliminary and Final Streetscape Design
- Urban design specifications package: co-selection of landscape features/elements, light fixtures, paving materials and other spec items
- Design of enlarged key intersections and plan transitions
- Short-term programming and implementation package
- Progress Reports on design status

Task 3: Support Public Involvement and Agency Coordination

Subtask 3.1: Public Involvement Program

First Forty Feet will provide support to the overall design team on community engagement and public involvement. Our team will provide the following services and tasks to realize an equitable public involvement program and outreach effort.

- Attend all public outreach events and activities and assist in the development presentation material, design content, design narratives, and exhibits to support the public involvement program and outreach intent.
- Assist in the presentation design content at every stage that reflects the vision and aspirations of the business community, city stakeholders, and community at-large.
- Review outreach content for newsletters, press releases, and other City platforms and provide clear narratives on progress, design development, and final design elements.
- Assist the team in creating a business retention strategy and tools for business to enhance their operations. The strategy should include placemaking ideas that reflect the aspirations of businesses and result in the retention and growth of business.

Assumptions:

- First Forty Feet will provide design content for preliminary design and placemaking presentations, communications, newsletters, open houses, and community outreach material. All exhibits and design content within the construction phase will be provided by the prime consultant.

Deliverables:

- Public Involvement Program Content and Exhibits
- Placemaking tools memorandum
- Progress Reports on design status

Vancouver Main Street Fee Schedule		Proposed		First Forty Feet				Task Labor Total
				W.Grimm	J. Graf	J. Brackenhoff	Cindy	
				Project Manger	Strategy	Urban Design	Trivisonno	
		\$147.84	\$131.67	\$113.19	\$92.40			
SECT	SCOPE OF WORK	hours						
PROJECT ORIENTATION								
1.1	Contract Administration, Invoicing, and Progress Reports	10	4	4				
1.2	Attend Project Management Meetings							
	- Kick-off Meeting Session	2	2					
	- Bi-weekly PMT Meeting (12)	12	8	8				
1.3	Design Management, Coordination, and Direction	48	12	8	0			
1.4	Design Quality Assurance/Quality Control [placemaking elements]	24	18	24	8			
Subtotal Staff Hours		96	44	44	8			
Subtotal Labor by Firm		192						
Subtotal Staff Labor Cost		\$14,193	\$5,793	\$4,980	\$739			
Subtotal Labor Cost by Firm		\$25,706				\$25,706		
URBAN DESIGN								
3.1	Site Investigation and Data Collection							
	- Review Existing Guidelines and Standards	10	8	4	4			
	- Review Existing Design Drawings and Background Information	4	4	4	4			
	- Conduct Site Walk and Site Investigation	2	2	2	2			
	- Develop Opportunities and Constraints Analysis	6	4	10	16			
3.2	Develop Preliminary Geometric Design Concept							
	- Assist in a Visioning and Goal Setting Design Workshops	16	16	32	24			
	- Assess existing design and angled-to-parallel parking opportunities	10	16	20	24			
	- Develop Main Street Urban Design placemaking strategies	40	30	60	110			
	- Develop Site Furnishing and Placemaking Elements / Details	20	15	30	85			
	- Collaborate on right of way plans and details	4	16	20	4			
	- Develop design for intersection transitions at key locations	8	10	16	20			
	- Street Lighting Concept Design	4	4	10	16			
	- Assist coordinate preferred design alternative with infrastructure design	4	10	20	24			
	- Coordinate with VDA/Identify locations for public art	4	4	20	16			
	- Design coordination of Plan Sheets	0	12	20	8			
	- Short-term Programming - Open Air Concepts [tactical interventions]	4	0	16	10			
Subtotal Staff Hours		136	151	284	367			
Subtotal Labor by Firm		938						
Subtotal Staff Labor Cost		\$20,106	\$19,882	\$32,146	\$33,911			
Subtotal Labor Cost by Firm		\$106,045				\$106,045		
SEC 5 SUPPORT PUBLIC INVOLVEMENT AND AGENCY COORDINATION								
5.1	Assist team of a Public Involvement Program							
	- assist connecting with impacted business owners	0	0	8	8		16	
	- assist in prep + attend three public outreach events / activities	10	0	10	10			
	- provide design content and public information material	8	0	16	24		48	
	- review writing for press releases on design approach	4	4					
Subtotal Staff Hours		22	4	34	42			
Subtotal Labor by Firm		102						
Subtotal Staff Labor Cost		\$3,252	\$527	\$3,848	\$3,881			
Subtotal Labor Cost by Firm		\$11,508				\$11,508		
Total Labor Hours by Firm		\$37,551	\$26,202	\$40,975	\$38,531			
Total Labor Cost		\$143,259				\$143,259		
Reimbursable Expenses						\$4,298		
Total Cost by Firm						\$147,557		

\$147,557

City of Vancouver - Main Street Streetscape - 5th - 15th St
 Actuals Not To Exceed Table (ANTE)

FIRST FORTY FEET
 412 NW COUCH STREET, SUITE 205
 Portland, Oregon 97214

Job Classifications	Direct Labor Rate NTE*	Overhead NTE*	Fixed Fee NTE	All Inclusive Hourly Billing Rate NTE
		110.00%	10.00%	
Principal, Project Manager	64.00	\$70.40	\$13.44	\$147.84
Strategic Planner	57.00	\$62.70	\$11.97	\$131.67
Project Designer	49.00	\$53.90	\$10.29	\$113.19
Urban Designer	40.00	\$44.00	\$8.40	\$92.40



SCHEDULE D

**DECORATIVE LIGHTING AND
ELECTRICAL ENGINEERING
DESIGN**

LUMA



Date: June 24, 2022
Project: City of Vancouver Main Street
Project Number: 22-1201
To: MacKay Sposito
Type of Services: Electrical and Lighting Design Services

Project Description

The project consists of 10 Blocks of Main Street that are being re-imagined and developed into a pedestrian friendly streetscape for the city of Vancouver, Washington. The project includes up to four blocks that are dedicated as areas which can be closed for events. This proposal is for electrical engineering and lighting design for the accent, art lighting and electrical infrastructure for street tree receptacles and tree up lighting for this 10-block area of work. Not all elements will be included along all 10 blocks. VDA will be involved in location selection of tree receptacles, festival street lights, parklet locations and what lighting is to be included at those parklets.

For this proposal, PAE and Luma scope will include specification of the decorative lighting elements as well as associated electrical engineering services to support the decorative lighting and electrical infrastructure elements such as receptacles at tree bases. This scope by PAE and LUMA will be referred to as "Decorative lighting" and be inclusive of the required engineering and design.

All new electrical support for "decorative lighting" will be underground. There is no PAE/Luma scope in this proposal to change current overhead electrical infrastructure or lighting that may exist. PAE will provide all Electrical engineering to support accent, decorative and art lighting along with receptacles at tree bases and tree lighting that is part of "decorative lighting."

PAE/Luma project scope is split into the following components:

1. Permanent festival lighting at targeted event areas. Areas that will have festival lighting will be determined by VDA. Luma will support the design of these areas
2. Tree up lighting along the 6 Blocks to be selected and communicated by VDA.
3. Decorative and Art lighting at 6 sculpture/ parklet areas.
4. Receptacles along the 10 Blocks for temporary (holiday) lighting installation. Holiday lighting was a request that was communicated to be a part of the proposal for final design of the "decorative lighting". It is our understanding that VDA will communicate to the design team the locations desired for ALL of the program elements along the 10 block site.
5. Electrical engineering to support the components of "Decorative lighting".



June 24, 2022

Project Assumptions

1. This fee proposal is based on RFP documents dated 02/03/2022 and scoping meeting with Jason Irving on 05/19/2022.
2. This proposal is for lighting and electrical design and construction document services only. Construction Administration services will be provided under a separate proposal. As the stamping electrical engineer of record, PAE is required to participate in the construction administration process unless an indemnity waiver is provided to PAE upon completion of the construction documents and prior to the start of construction.
3. Street lighting design, engineering calculations, and associated electrical systems design is by DKS.
4. PAE/Luma to include design for electrical infrastructure to serve "the project". The electrical engineering is only to serve new receptacles, and all added "accent" style lights of the design as provided by Luma. This scope will be an independent package separate from the street design package(s)
5. "As-built" drawings, in electronic form, will be provided to the design team and will be relied upon to represent accurate existing conditions.
6. "The Project" drawings will be documented in AutoCAD format.
7. PAE and Luma will provide electrical and lighting design services only; Mechanical, plumbing and technology design is not included.
8. The new festival lighting will be controlled through a DMX control system.
9. The City of Vancouver is in process with the design for street improvements – including undergrounding of existing utility power lines and street lighting revisions under a separate project. The CAD drawings from that project will be provided to PAE/LUMA for reference on this project.
10. An existing City metered pedestal exists adjacent to Main and has capacity to serve streetlighting and signal work required. This scope is by others.
11. A new City metered pedestal and separate service will be coordinated by PAE to serve the "decorative project."
12. The following milestone deadlines have been established:
 - a. 30% Design documents
 - b. 60% Design Documents
 - c. 90% Design Documents (This is assumed to be the permit set)
 - d. 100% Design Documents (this will be an Issue for Construction set)
13. PAE and Luma are not responsible for any changes made by others to the Lighting Designer's final drawings, specifications and documentation. Changes include, but are not limited to, substitutions of and/or by manufacturers, variations in layouts, quality and quantity and type of lighting and/or control equipment, etc.
14. PAE and Luma are not responsible for any errors, equipment failures or delays caused by manufacturers, contractors, shippers, installers, or users.



June 24, 2022

Project Scope of Work

PAE and Luma propose to provide design services to support "the project" as described below:

1. Site and Exterior lighting and lighting and control design of ten city blocks for "Decorative lighting" to include:
 - a. Festival style catenary-based DMX controlled color changing lighting, for four city blocks, final location will be determined by VDA. It is assumed that an independent pole will be utilized for this style of light that also includes opportunities for banners and plants.
 - b. Six (6) parklet or art installation areas, powered receptacles at selected locations at the parklets trees for holiday lighting and tree up lighting for these (6) locations
2. Separate electrical service coordination with the utility service provider for lighting elements, tree receptacles festival and art lights and power to support "decorative lighting" project.
3. Specification of meter base(s) and control pedestal(s) as needed for "the project" (10-blocks of improvements included in "the project" scope area.)
4. Lighting control design for code and owner required systems. DMX addressable festival lighting is an anticipated design element; Luma will provide schedules for addressing and programming this system as a part of this proposal.
5. It is anticipated that tree up lights and other art lighting components of "the project" will be time clock controlled. Specification of this system is included in the basic scope.
6. The design and sequencing of DMX festival lighting is included. Programming is to be performed by the contractor.
7. Lighting calculations to verify the lighting design intent. Lighting calculations are for PAE/LUMA internal use and are not intended to be used for presentation of public distribution. All required street lighting per city standard is by DKS.

Deliverables & Scope of Services

30% DESIGN DOCUMENTS

1. Attend meetings with the design team to develop the lighting design concept.
2. Verify owner project requirements.
3. Review relevant city design standards for the project scope.
4. Provide an electrical and lighting design narrative to communicate design intent.
5. Begin service coordination with PUD for power requirements for "the project" scope outlined above
6. Coordinate preliminary electrical service component locations that are required for "the project" scope
7. Coordinate with the traffic signal and streetlighting engineer for underground infrastructure.
8. Establish preliminary location(s) for meter base and control cabinet(s) for the project scope electrical service.
9. Assist DKS with lighting and electrical equipment costs. We will provide an "opinion of probable equipment cost" for use by DKS for their cost estimate. PAE /Luma will get the "Decorative Lighting" project lighting cost at the electrical Distributor level. The cost estimating team is responsible for final cost estimation of all equipment, labor, general conditions, escalation and contingency based on the design criteria developed by PAE and Luma. PAE and Luma will provide support for this effort but are not responsible for the accuracy of the final project estimate.



June 24, 2022

10. Deliverables for this phase:

- a. Concept narrative in PDF format.
- b. Preliminary electrical device locations

60% DESIGN DOCUMENTS

1. Meetings to develop the lighting and electrical design approved in the 30% design phase.
2. Finalize all equipment selections and coordinate lighting and power systems with design team.
3. Develop initial lighting and required electrical calculations for "the project".
4. Review and Comment on the cost estimate.
5. Update distributor net cost information for lighting equipment only for inclusion in estimate by others
6. Deliverables for this phase:
 - a. 60% Design drawings and preliminary schedules for "Decorative Lighting" scope
 - b. Lighting control intent documents,
 - c. Sequence of operations for lighting systems
 - d. Preliminary project specifications in WSDOT format to be provided by MacKay Sposito

90% DESIGN DOCUMENTS

1. Meetings to finalize and coordinate lighting and electrical design and engineering.
2. Minor design revisions if required to respond to owner and design team 60% design set review comments. Substantial deviation from the design and equipment documented in the 60% design phase will require additional services to accommodate.
3. Final lighting and power calculations.
4. Coordinate final mounting details with Mackay Sposito.
5. Coordination of final lighting and power systems with the city street engineer.
6. Assist MacKay Sposito with preparation of permit documents.
7. Review and make recommendations for system scope requirements.
8. Deliverables for this phase:
 - a. Permit documents for electrical and lighting systems
9. Lighting and electrical project specifications in WSDOT format to be provided by MacKay Sposito. PAE Luma will provide required specifications for the "decorative Lighting" scope

100% DESIGN DOCUMENTS

1. Respond to city permit comments and owner and design team 90% design set review comments.
2. Minor revisions to design documents to incorporate permit and owner comments. Substantial deviation from the design and equipment documented in the 60% design phase will require additional services to accommodate.
3. Provide deliverables for the Construction Documents Phase:
 - a. Final Issue for Construction documents.
 - b. Submission to L and I for "the project" if required.
 - c. Project specifications in WSDOT format to be provided by MacKay Sposito.



June 24, 2022

BUILDING INFORMATION MODELING (BIM) AND COORDINATION TERMS AND CONDITIONS

1. PAE will document lighting and power systems after the 30% Design set in AutoCAD format using AutoCAD backgrounds provided by MacKay Sposito.
2. Mackay Sposito will coordinate and link and deliver all required landscape, civil and architectural external (Xref) files in the base drawing file PAE and Luma will use as backgrounds. All xref insertion points and scales will be coordinated and resolved into a coordinated base drawing by Mackay Sposito.
3. Drawings developed by PAE and Luma are diagrammatic and are not to be scaled for use in construction. Should the selected contractor require the AutoCAD drawings developed by PAE and Luma a standard release waiver will be required.

PAE and Luma will document and coordinate site lighting and power items in the defined scope of work with other disciplines based on the traditional Engineer of Record (EOR) "Standard of Care".

Excluded Services (Not included in the fee)

1. Public street lighting engineering and design.
2. PUD infrastructure design and coordination for scope beyond the "decorative lighting scope"
3. Cost estimating is by DKS we will provide equipment cost information for lighting elements.
4. Mechanical/plumbing system design.
5. Telecommunications system design.
6. Audiovisual system design.
7. Support and meetings for LEED design, analysis and documentation.
8. Redesigns due to outside value engineering analysis (i.e. from CMGC, subcontractors, etc.) after the design development phase.
9. Alternate designs for cost/value comparisons, which are pursued beyond the design development phase.
10. Multiple bid and permit packages. One bid and one permit package is assumed.
11. Commissioning lighting or controls systems. (Assistance to contractors with lighting and lighting control equipment startup and checkout)
12. Lighting control system programming
13. Creation of record drawings.



June 24, 2022

Fees and Reimbursable Expenses

PAE and Luma will be compensated for **Lighting and Electrical Design** basic services on an hourly, not-to-exceed, basis, per Luma’s current standard hourly fee schedule (copy attached), including reimbursables. The not-to exceed amount is \$101,765.00

Fees will be billed monthly in proportion to the services performed. Fees shall be paid within 30 days of billing. Fees not paid when due may be assessed 1 percent interest per month from billing date.

Reimbursable expenses will be billed at cost. They include mark-up printing and reproduction costs; delivery services; travel costs including transportation, food and lodging; local travel costs including taxi, parking and mileage. It is assumed that all milestone printings will be provided by a reprographics firm hired by the architect, or owner and are not included. Anticipated costs are 4% of the fee. Mileage is billed at .056 cents per mile and will follow federal guidelines. Printing costs will be passed along at cost. We do not anticipate any out of area travel.

Project Schedule

The design is scheduled to begin approximately June 2022 with 100% design completion in September 2023. Substantial delays beyond this period (in excess of 30 cumulative business days) will require additional services for PAE and Luma to complete the scope of services described in this proposal. Fees will be negotiated prior to continuation of services.

Standard Terms and Conditions

Any contract made between the parties relating to this work will include the Standard form of Agreement between Architect and Owner, similar to AIA B-101 2017, and Standard Form of Agreement between Architect and Subconsultant, similar to AIA C-401 2017. This proposal is contingent upon our review and acceptance of the Standard Terms and Conditions within these Agreements.

Signing below is PAE’s and Luma Lighting Design’s authorization to proceed and acceptance of the included scope, fees, terms and conditions.

Proposed by:

Accepted by:

Zach Suchara
LUMA | PAE

Jason Irving
MacKay Sposito

Date _____

GCP/ecb



June 24, 2022

Hourly Billing Rates

Effective: January 1, 2022

Staff Category	Rate/Hour
General Administrative	\$100
Project Coordinator	\$115
Senior Project Coordinator	\$125
Graphic Designer	\$135
Assistant Project Manager	\$140
BIM Technician	\$125
Senior BIM Technician	\$135
BIM/Revit Lead	\$185
Lighting Designer (Level 1)	\$135
Lighting Designer (Level 2)	\$140
Lighting Consultant	\$155
Senior Lighting Consultant	\$170
Lighting Project Manager	\$180
Associate - Lighting	\$215
Senior Associate - Lighting	\$240
Associate Principal - Lighting	\$295
Principal - Lighting	\$315

Reimbursable Expenses

Staff Category	Rate/Hour
Consultants	Billed at 110% of actual cost
Miscellaneous project related expenses	Per Proposal

Rates subject to revision annually on January 1st.

Project Name	City of Vancouver Main Street Improvements
Project Location	Vancouver, WA
Client Name	MacKay Sposito
Contact Name	Jason Irving
Project Manager	Greg Parthemer

Job No.	22-1201
Date	6/23/2022
Revised	
Reviewer	GCP

GENERAL ASSUMPTIONS

- 1 This spreadsheet includes electrical & lighting design for **City of Vancouver Main Street Improvements**
- 2 The hourly projections in this workplan assume that the design process will be continuous.
- 3 **43** weeks is the assumed design schedule.
- 4 **2** weeks is the assumed bid and construction period.
- 5 **6** meetings are included in this workplan.
- 6 **3** site visits are included in this workplan.
- 7 **0** hours of travel time are assumed in this workplan.
- 8 **0** hours are allotted for RFI's
- 9 This workplan does **(not)** include design and documentation of egress lighting or exit signage.
- 10 This workplan assumes that complete architectural backgrounds will be supplied by the architect in a timely manner.
- 11 This workplan does **(not)** include time for designing and documenting energy code compliance.

BASIC SERVICES FOR ELECTRICAL & LIGHTING DESIGN

	PIC \$305	AP \$275	SR Asoc \$235	Asoc \$215	PM \$180	L4 \$160	L3 \$150	L2 \$135	L1 \$125	Sr. BIM Lead \$150	Sr. BIM Tech \$135	BIM Tech \$120	APM \$130	Graphics \$130	PC \$115	GA \$95	
	14	14	44	86	32	54	76	195	0	0	0	31	0	0	78	0	624
Phase 1. Schematic Design (30%)	4	8	16	14	2	26	0	41	0	0	0	31	0	0	16	0	70
9 weeks july 1- september 1																	\$25,805
1.01 Meetings (enter total number assumed)			4	4	2	4		15							8		
1.03 design coordination						8		8				16					
1.04 BOD	2	4		6													
1.07 Luminaire Schedule						2		2									
1.08 Luminaire Cut Sheets															4		
1.09 Lighting/electrical Plans	2	4		4		12		16				15			4		
1.11 Project Management			12														

	PIC \$305	AP \$275	SR Asoc \$235	Asoc \$215	PM \$180	L4 \$160	L3 \$150	L2 \$135	L1 \$125	Sr. BIM Lead \$150	Sr. BIM Tech \$135	BIM Tech \$120	APM \$130	Graphics \$130	PC \$115	GA \$95	
Phase 2. Design Development (60%)	4	4	10	36	16	28	20	66	0	0	0	0	0	0	46	0	230
16 weeks september 5 january 2																	\$36,970
2.01 Meetings (enter total number assumed)			4	4		8									6		
2.05 Luminaire Schedule						4		4									
2.06 Luminaire Cuts								4							8		
2.08 Lighting Calculations						0	10	10									
2.09 Load Calculations		4					10	16									
2.10																	
2.12 Outline Lighting/electrical Specifications	4			16	12	8									20		
2.13 Outline Lighting Control Specifications			6	16		8		24							12		
2.17 Telcons, mtg notes, org. admin					4			8									

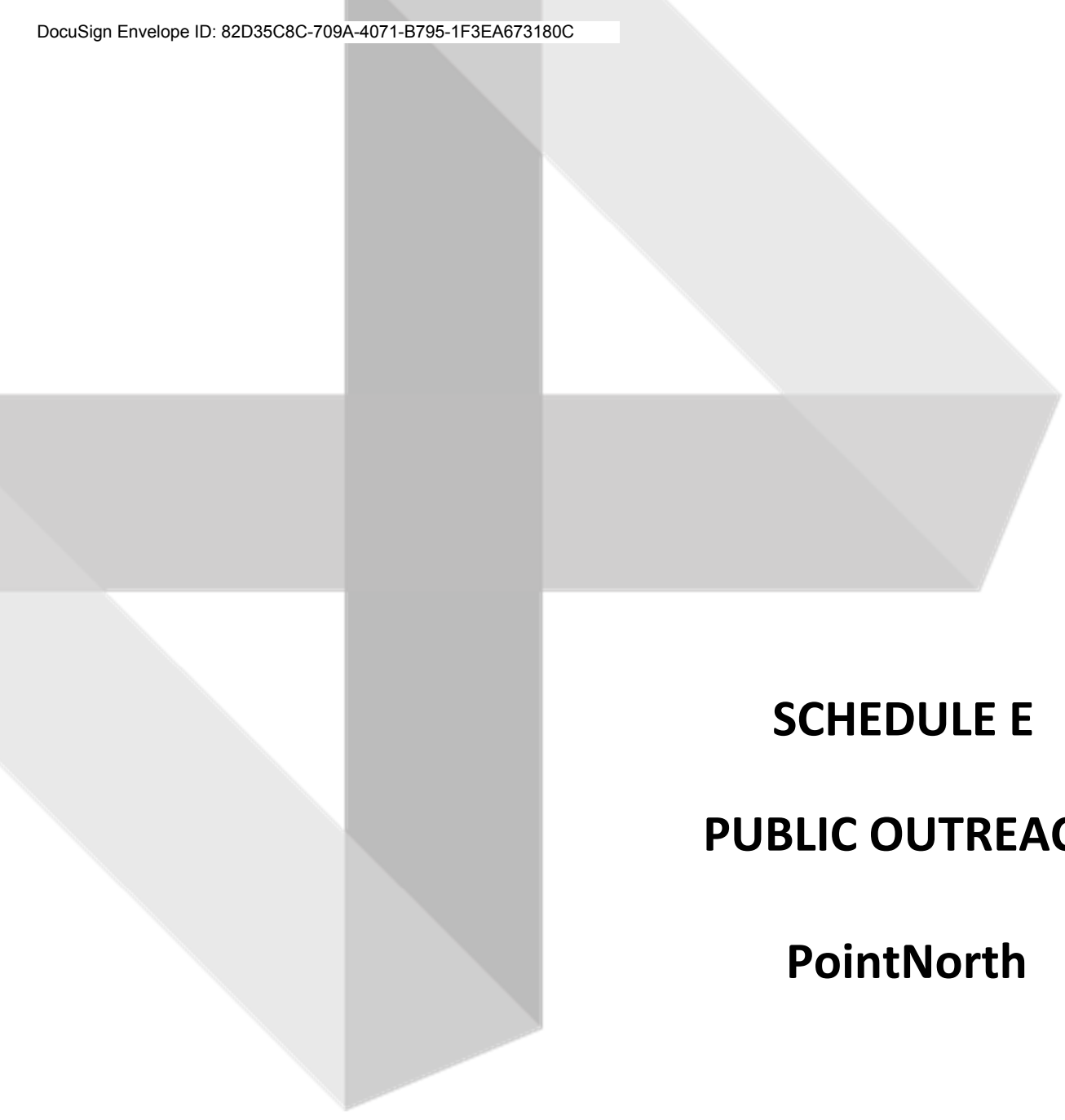
	PIC \$305	AP \$275	SR Asoc \$235	Asoc \$215	PM \$180	L4 \$160	L3 \$150	L2 \$135	L1 \$125	Sr. BIM Lead \$150	Sr. BIM Tech \$135	BIM Tech \$120	APM \$130	Graphics \$130	PC \$115	GA \$95	
Phase 3. Construction Documents (90%/Permit)	6	2	18	36	14	0	56	88	0	0	0	0	0	0	16	0	236
18 weeks january 9 - may 15																	\$38,990
3.01 Meetings (enter total number assumed)			4				12										
3.04 Consultant Workshops	2		4				4	4									
3.05 Luminaire Schedule							8	30									
3.06 Luminaire Cuts				4				12							8		
3.07 Coordinate Lighting Details							4	16									
3.08 Load Calculations																	
3.09																	
3.10 Lighting plans 90/100% CD	2	2															
3.11 Lighting Specifications							16								8		
3.12 Lighting electrical Control Specifications				6													
3.13 Lighting /electrical Control Intent				10													
3.15 electrical coordination utility				8	2		12	16									
3.16 QC	2		10	8	12			10									

Phase 1. Schematic Design (30%)	\$25,805
Phase 2. Design Development (60%)	\$36,970
Phase 3. Construction Documents (90%/Permit)	\$38,990

TOTAL LIGHTING DESIGN FEE SUMMARY Phase 1-5	\$101,765
TOTAL LIGHTING DESIGN FEE	\$101,765

Notes:

- 1 Number of meetings assumed should be manually entered for each phase
- 2 Travel time estimates will autosum
- 3 Enter week estimates manually per phase.
- 4 All Assumptions at the top are auto-entered.



SCHEDULE E
PUBLIC OUTREACH
PointNorth



POINTNORTH

Main Street Streetscape Project Public Outreach Proposed Scope and Assumptions

July 13, 2022

1.0 Project Coordination and Management

1.1 Project Team Meetings

- Project Management Group: Consultant team meetings and any check-ins with the City of Vancouver (COV). Anticipated meeting schedule for 1.5-hour meetings every other week. PIC and Director will attend in person or virtually.

1.2 Project Partner Meetings and Coordination

- Strategic agency/program partners: ad-hoc check-ins, coordination, and correspondence – including with the Vancouver Downtown Association (VDA).

1.3 Internal Team Meetings and Coordination

- PointNorth internal project team check-ins, virtual or in-person, to include Director, Project Manager, and Project Specialist. Anticipated meeting cadence: one-hour weekly meetings. PIC to attend once per month.
- PointNorth internal integration with creative team as needed for advertising and branding collateral development.
- General project coordination and correspondence.

Task 1.0 Deliverables

- None to note

Task 1.0 Assumptions

- Project management meetings will occur every other week, virtually or in-person.
- PIC, Director and Project Manager will attend in-person meetings as requested by prime.
- PointNorth will activate our creative team for project brand development, open house branded material, advertising collateral and signage development.
- PointNorth will integrate with PRIME and subconsultants as needed to ensure brand alignment and consistency.

2.0 Discovery & Refinement

2.1 Discovery

- Review background materials from COV and VDA.
- Discovery meetings/correspondence with POCs at COV, VDA and other relevant decision-makers.

2.2 Develop Project Information & Media Tool Kit

- Includes project fact sheet, web and two social posts content, and project QR code. Documents will include a high-level timeline and engagement opportunities.

Task 2.0 Deliverables

- Project Fact Sheet (content and design)
- Project QR Code
- Website Content
- Two Social Media Posts Content

Task 2.0 Assumptions

- All planning tasks will include one round of review by prime, modification by PointNorth, one round of review by client, and PointNorth to finalize.
- All design materials tasks will include one round of review by prime, modification by PointNorth, one round of review by client, and PointNorth to finalize.

3.0 Early Outreach & Engagement (Preliminary Design)

Goal: Inform, set expectations and listen.

Objectives:

- *Build positive awareness of project details and anticipated timeline*
- *Bring key stakeholders and the community along so they feel part of the journey from the beginning*
- *Uncover areas of concern and potential challenges ahead*

3.1 Key Stakeholder Engagement: Project Advisory Group & Block Captains

- Partnering with COV and VDA, establish Project Advisory Group role, responsibilities, and meeting cadence.
- Identify and recruit Project Advisory Group (PAG).
- Partnering with VDA, establish Block Captains role, responsibilities, and engagement expectations.
- Identify and recruit Block Captains.

3.2 Project Rebranding

- In collaboration with COV, VDA, and PAG, kick off the process of refreshing the project branding and messaging, developing a more inclusive logo concept and tag line.
- Integrate with PRIME and subconsultants as needed to ensure brand alignment and consistency across project deliverables – particularly ensuring alignment with placemaking elements (First Forty Feet).

3.3 Direct Outreach

- One-on-one and broad outreach to adjacent business organizations.

3.4 Advertise Open House & Engagement Opportunities

- Update upcoming events website language, three custom social media posts, and press release.
- Targeted digital and print advertising via partner newsletters and social channels (flyer/digital invite/QR code/video).
- Content development, materials production, design, and distribution coordination.

3.5 Host Key Stakeholder Kick-Off Meeting, Public Open House #1 (Preliminary Design)

- PointNorth to plan and provide staff to facilitate the following:

- 1 Key Stakeholder Kick-off Meeting (virtual or in-person TBC)
- 1 Virtual Community Open House

Task 3.0 Deliverables

- Project Advisory Group Role & Responsibilities Agreement
- Block Captains Role & Responsibilities Agreement
- Press Release, Flyer (content and design only), Digital Invite (content and design only), Video
- Refreshed Project Branding Proposal including logo/tag line option, in alignment with First Forty Feet.
- Key Stakeholder Kick-Off Meeting Notes & Feedback Report
- Online Open House Content/Material
- Open House #1 Highlights & Feedback Report

Task 3.0 Assumptions

- PointNorth will leverage our internal creative team capabilities to develop branding and advertising collateral.
- PointNorth will integrate with PRIME and subconsultants as needed to ensure brand alignment and consistency. Specifically, First Forty Feet will input on branding concept to incorporate and align placemaking elements.
- City of Vancouver will conduct all door-to-door outreach, including visit all businesses/properties along the corridor prior to and as design work begins.
- City of Vancouver will coordinate and cover printing of marketing/promotion collateral (flyers, comment forms, display boards, factsheets, mailers, door hangers and signage).
- City of Vancouver will be responsible for in-person engagement costs, including any venue costs and refreshments.
- City of Vancouver will cover any costs associated with social media boosts and ad buys.
- First Forty Feet will provide design/placemaking visuals, content and exhibits for all outreach events/presentations.
- All planning tasks will include one round of review by prime, modification by PointNorth, one round of review by client, and PointNorth to finalize.
- All design materials tasks will include one round of review by prime, modification by PointNorth, one round of review by client, and PointNorth to finalize.
- Subconsultant will work with COV communications team to identify print and digital advertising/boosting opportunities and coordinate content calendar.

4.0 Design

Goal: Gather input, report relevant impact, and amplify

Objectives:

- *Leverage storytelling and partner channels to generate broad amplification of project scope, timeline, feedback loop, and community impact*
- *Nurture project (brand) affinity and reassurance among key stakeholders and project ambassadors*
- *Strengthen feedback loop relationships with key stakeholders and the broader community*

4.1 Direct Outreach

- Consistent contact with Block Captains (monthly) and Project Advisory Group (at key milestones).
- One-on-one and broad outreach to adjacent business organizations (throughout design phase).

4.2 Broad Public Outreach & Message Amplification

- Write, promote, and amplify owned story, detailing project purpose (safety/placemaking), public feedback, and how that feedback shaped the design or the project.
- Leverage partner channels for broader earned media amplification.
- In partnership with VDA, Block Captains, and PAG, plan, promote, and host public “Office Hours” or “Coffee Corners” for the public to hear about the project, the final design and how public feedback shaped the design. Project partners/staff will participate, leveraging information displays co-developed with First Forty Feet.

4.3 City Council Update

- Prepare Power Point slides for public engagement portion of the council update.
- Deliver public engagement report to council.

4.4 Advertise Open House & Engagement Opportunities

- Update upcoming events website language, three custom social media posts, and press release.
- Targeted digital and print advertising via partner newsletters and social channels (flyer/digital invite with QR code, video).
- Content development, materials production, design, and distribution coordination.

4.5 Host Two Public Open Houses

- PointNorth to plan and provide staff to facilitate the following:
 - In-Person, Outdoor Community Open House #2 (60% Design)
 - Virtual Community Open House #3 (Design Completion)

Task 4.0 Deliverables

- Language for media story, Press Release
- Project Advisory Group Meeting Notes
- Block Captains Feedback Reports
- Project Power Point Presentation (council update)
- Updated Web and Social Content
- Updated Ad(s) Collateral (Updated Flyers, Digital Invites with QR Code, Video)
- Material for both the in-person and virtual open houses
- Comment Form content and design for Open Houses/Office Hours

Task 4.0 Assumptions

- All design tasks include one round of review by prime, modification by PointNorth, one round of review by client, and PointNorth to finalize.
- Up to 10 potential “Office Hours/Coffee Corners” (one hour in length each). Assume half occur in-person and half virtually.
- Assumes Advisory Group meets 3-5 times total, 1.5-2 hours per meeting.
- City of Vancouver will coordinate and cover printing of marketing/promotion collateral.
- City of Vancouver will be responsible for in-person engagement costs, including any venue costs and refreshments.
- City of Vancouver will cover any costs associated with social media boosts and ad buys.

5.0 Final Project Reporting

5.1 Write Final Community Engagement Report

- Includes event round-up and feedback from all outreach activity to date.
- Feedback/data analysis and synthesizing.

5.2 Present Community Engagement

- Create PPT content and visual elements.
- Present community engagement to date to Project Advisory Group.

Task 5.0 Deliverables

- Draft Community Engagement Report
- Final Community Engagement Report
- Community Engagement PPT Presentation

Task 5.0 Assumptions

- All reports will include one round of review by prime, modification by PointNorth, one round of review by client, and PointNorth to finalize.
- All design materials tasks will include one round of review by prime, modification by PointNorth, one round of review by client, and PointNorth to finalize.

6.0 Business Retention Strategy6.1 Business Retention Strategy Implementation

- Implement Business Retention Strategy tasks as outlined in document and at the direction of City of Vancouver and VDA staff.

Task 6.0 Deliverables

- Create document that accounts for business retention strategy task implementation

Task 6.0 Assumptions

- The Business Retention Strategy document is being created by City of Vancouver and VDA staff.
- PointNorth will only be responsible for implementing tasks contained in the strategy document, at the request of City of Vancouver and/or VDA staff.
- First Forty Feet may also implement Business Retention Strategy tasks, at the request of City of Vancouver and/or VDA staff.

PROJECT FEE SUMMARYPointNorth Fees

1.0 Project Coordination and Management	\$ 41,054.75
2.0 Discovery & Refinement	\$ 12,877.75
3.0 Early Outreach & Engagement (Preliminary Design)	\$ 26,596.25
4.0 Design	\$ 36,151.00
5.0 Final Project Reporting	\$ 14,575.25
6.0 Business Retention Strategy	\$ 7,591.80
TOTAL LABOR	\$ 138,828.80

TOTAL PROJECT COST ESTIMATE: \$ 138,828.80

MacKay Sposito

Main Street Streetscape

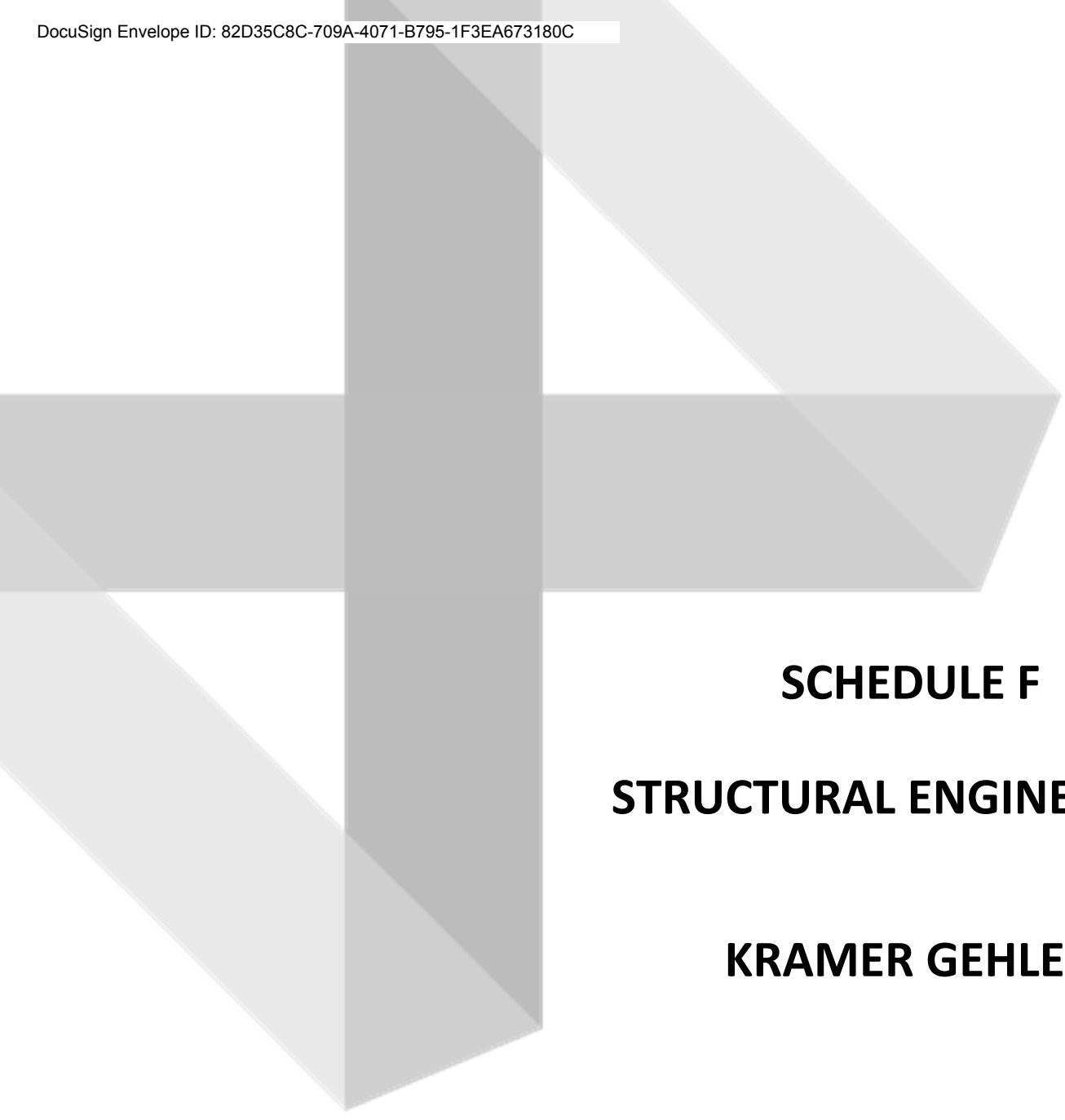
6/21/2022



POINTNORTH

	Katy (Principal/Director)	Monica (Principal/Director)	Jennifer (Sr.Community Engagement Associate)	Zander (Administrative Coordinator)	Samantha (Principal/Director)	Brooke (Community Engagement Associate)	Hourly Total	Cost Total	notes
1.0 Project Coordination & Management									
	40.00	145.00	35.00	50.00	20.00	10.00	300.00		
Total hrs	40.00	145.00	35.00	50.00	20.00	10.00	300.00	\$ 41,054.75	
2.0 Discovery & Refinement									
	8.00	50.00	15.00	10.00	8.00	4.00	95.00		
Total hrs	8.00	50.00	15.00	10.00	8.00	4.00	95.00	\$ 12,877.75	
3.0 Early Outreach & Engagment									
	15.00	95.00	25.00	25.00	20.00	30.00	210.00		
Total	15.00	95.00	25.00	25.00	20.00	30.00	210.00	\$ 26,596.25	
4.0 Design									
	20.00	140.00	20.00	60.00	20.00	30.00	290.00		
Total	20.00	140.00	20.00	60.00	20.00	30.00	290.00	\$ 36,151.00	
5.0 Final Project Reporting									
	5.00	50.00	25.00	15.00	10.00	15.00	120.00		
Total	5.00	50.00	25.00	15.00	10.00	15.00	120.00	\$ 14,557.25	
6.0 Business Retention Strategy									
	8.00	24.00	8.00	5.00	5.00	5.00	55.00		
Total	8.00	24.00	8.00	5.00	5.00	5.00	55.00	\$ 7,591.80	
Contingency									
	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$ -	
Total hrs	96.00	504.00	128.00	165.00	83.00	94.00	1070.00		
Billable Rate	\$228	\$150	\$104	\$62	\$138	\$67			
	\$21,888	\$75,600	\$13,293	\$10,296	\$11,454	\$6,298		\$138,828.80	

Main Street Streetscape					
Actuals Not To Exceed Table (ANTE)					
PointNorth Consulting, Inc. 1251 Officers Row Vancouver, WA 98661					
Employee Classifications		Direct Labor Rate NTE	Overhead	Fixed	All Inclusive Hourly Billing Rate NTE
			NTE	Fee NTE	
			110.00%	30.00%	
Director / Principal		\$104.50	\$114.95	\$31.35	\$250.80
Senior Community Engagement Associate		\$51.00	\$56.10	\$15.3	\$122.40
Community Engagement Associate		\$38.50	\$42.35	\$11.55	\$92.40
Administrative Coordinator		\$33.00	\$36.30	\$9.90	\$79.20

A large, stylized number '4' graphic composed of overlapping gray and light gray geometric shapes, positioned on the left side of the page.

SCHEDULE F
STRUCTURAL ENGINEERING

KRAMER GEHLEN



**KRAMER GEHLEN
& ASSOCIATES, INC.**
400 Columbia Street
Suite 240
Vancouver, WA
98660-3413

360-693-1621
503-289-2661

June 24, 2022

Mr. Jason Irving
Mackay Sposito
18405 SE Mill Plain Blvd, Suite 100
Vancouver, WA 98683

**RE: City of Vancouver – Main St. Streetscapes
Vancouver, Washington**

Dear Jason:

We are pleased to provide a proposal to you for structural engineering services on the above-referenced project.

PROJECT BACKGROUND

From your RFQ 10-22 final documents and email correspondences, we understand this project consists of structural design of concrete retaining walls, concrete infill of existing window openings, art pedestal design at (6) six locations, abandoned tank and temporary and permanent loading impact studies on private property, foundations for specialty poles supporting overhead light strings and banner, fountain renovation at 13th and Main and landscape structure foundations.

We understand that cost estimates will be needed 30%, 60%, 90% and final documents. Our office does not provide these services however we are going to subcontract this work to a 3rd party estimator. We have received their proposal for cost estimating of our work and cost has been included in this proposal.

We understand that his project does not have construction funding at this time, so bidding and construction administration services are excluded from this proposal.

SCOPE OF WORK

We propose to provide structural design, construction documents, applicable to our scope of work WSDOT specification, respond to jurisdiction permit review comments.

This proposal does not include the following structural engineering services:

- Contractor-designed items such as shoring and bracing.
- Construction Administration activities



Mr. Jason Irving
Mackay Sposito
June 24, 2022
Page 2

If it is desired that we provide any of the above-identified services currently not included in our proposal, we would be happy to provide another proposal identifying the scope and fees of the additional services for your use.

COMPENSATION

Our fee for the above-described services is a stipulated sum as followings:

Basic Design Service	\$35,460.00
3 rd Party Estimator	\$15,565.00

A task versus cost matrix has been provided as Exhibit 1.

Invoicing will be on a time and materials basis not to exceed our stipulated fee above.

Changes to our design after we have substantially started will be considered additional services and will be billed on an hourly basis in addition to our above fee.

No anticipated reimbursable expenses for the project.

This proposal is based upon the assumption that the standard subconsultant used by your firm will be an acceptable instrument for an agreement.

Below is a location for your signature authorizing us to proceed, based upon this proposal, assuming that a contract will be generated at a later time.

I trust the above information is satisfactory for your needs. If you have any questions, please call our office.

We look forward to working with you on this project.

Sincerely,

A handwritten signature in black ink that reads 'David Aronson'.

David M. Aronson, P.E., S.E
Kramer Gehlen & Associates, Inc.

ACCEPTED:

Mr. Jason Irving, MacKay and Sposito

Date



Seth J. Pszczolkowski

June 23, 2022 - *Revised fee per reduced scope*

David M. Aronson, PE, SE
Kramer Gehlen & Associates
400 Columbia St., Suite 240
Vancouver, Washington 98660

Subject: **City of Vancouver - Main Street Improvement 5th to 15th**
Construction Cost Estimating Services Fee Proposal

Dear David:

Thank you for the opportunity to be part of your team for the above project. Our proposed lump sum fee for estimating services will be: **(assumes ACC will develop estimate with own unit costs. City of Vancouver and WADOT/APWA unit costs are not included)**

Estimate Fee Breakdown	Labor	Hours		Hourly Rate	Sub-Total	Totals	
30% Estimate	Principal	2.0	hrs.	\$190.00	\$380.00	\$4,205.00	
	Sr. Estimator	16.0	hrs.	\$150.00	\$2,400.00		
	Estimator	10.0	hrs.	\$103.00	\$1,030.00		
	NIC - not anticipated	Mechanical	0.0	hrs.	\$166.00		\$0.00
	NIC - not anticipated	Electrical	0.0	hrs.	\$150.00		\$0.00
Reconcile - minor estimate update (1)	Principal	0.5	hrs.	\$190.00	\$95.00		
	Sr. Estimator	2.0	hrs.	\$150.00	\$300.00		
	NIC - not anticipated	M/E	0.0	hrs.	\$166.00		\$0.00
60% Estimate	Principal	3.0	hrs.	\$190.00	\$570.00	\$4,676.00	
	Sr. Estimator	16.0	hrs.	\$150.00	\$2,400.00		
	Estimator	12.0	hrs.	\$103.00	\$1,236.00		
	NIC - not anticipated	Mechanical	0.0	hrs.	\$166.00		\$0.00
	NIC - not anticipated	Electrical	0.0	hrs.	\$150.00		\$0.00
Reconcile - minor estimate update (1)	Principal	0.5	hrs.	\$190.00	\$95.00		
	Sr. Estimator	2.5	hrs.	\$150.00	\$375.00		
	NIC - not anticipated	M/E	0.0	hrs.	\$166.00		\$0.00
90% Estimate	Principal	2.0	hrs.	\$190.00	\$380.00	\$3,680.00	
	Sr. Estimator	12.0	hrs.	\$150.00	\$1,800.00		
	Estimator	10.0	hrs.	\$103.00	\$1,030.00		
	NIC - not anticipated	Mechanical	0.0	hrs.	\$166.00		\$0.00
	NIC - not anticipated	Electrical	0.0	hrs.	\$150.00		\$0.00
Reconcile - minor estimate update (1)	Principal	0.5	hrs.	\$190.00	\$95.00		
	Sr. Estimator	2.5	hrs.	\$150.00	\$375.00		
	NIC - not anticipated	M/E	0.0	hrs.	\$166.00		\$0.00

June 23, 2022

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100% Estimate	Principal	1.5 hrs.	\$190.00	\$285.00	\$3,004.00
	Sr. Estimator	10.0 hrs.	\$150.00	\$1,500.00	
	Estimator	8.0 hrs.	\$103.00	\$824.00	
NIC - not anticipated	Mechanical	0.0 hrs.	\$166.00	\$0.00	
NIC - not anticipated	Electrical	0.0 hrs.	\$150.00	\$0.00	
Reconcile - minor estimate update (1)	Principal	0.5 hrs.	\$190.00	\$95.00	
	Sr. Estimator	2.0 hrs.	\$150.00	\$300.00	
NIC - not anticipated	M/E	0.0 hrs.	\$166.00	\$0.00	
Total T&M Fee - Not To Exceed				\$15,565.00	\$15,565.00

ACC will provide detailed quantity take-offs and cost estimating for architectural, landscape, civil (civil to provide earthwork quantities), and structural portions of the work. ACC will incorporate detailed estimates for any special equipment items (kitchen/food service equipment, training equipment, etc.) into the overall estimate format as they become available from the design engineers and consultants. Estimates will be limited to no more than **(1) alternate, additional alternates will result in additional services.**

We will provide **one** estimate, based on **one** design scheme, for each phase of the work as outlined above. Base fee will cover one round of reconciliation and minor estimate update (this is limited to quantity adjustments, scope clarifications, product assumption clarification and does not include re-estimating for design changes or modification from the initial "base line" document) for each phase. **Additional estimates at each phase for additional updates, alternate solutions, major scope changes due to budget overruns, changes due to design and system changes, program changes or separating the estimate into smaller component parts will be billed as additional services.**

Estimates at each phase will require **10** business days to complete unless previously discussed.

The architect will provide ACC with a minimum of **one complete full size set of hardcopy drawings** and PDFs of drawings and specifications.

All "reimbursable" expenses, associated with work within the Portland Metro area, including travel, parking, telephone and postage are included in the above fees. Any travel outside the Portland Metro area will be billed at cost plus 10%, subject to prior approval.

Additional services beyond the scope of the work defined above, including value engineering workshops, cost reduction workshops and regular project consultant meetings, will be billed at an hourly rate as noted in the above matrix.

Schedule: If a schedule is not provided to ACC at the project start, then a **minimum of a three week notification** that documents will be ready for ACC to begin development of the estimate is required.

Sincerely,



Seth Psczolkowski

sethp@archcost.com

Accepted:

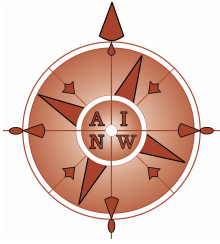
Printed Name: _____

Date: _____

A large, stylized number '4' is positioned on the left side of the page. It is composed of several overlapping, semi-transparent gray shapes: a vertical bar, a horizontal bar, and two diagonal bars that intersect to form the number's structure.

SCHEDULE G
CULTURAL INVESTIGATIONS

AINW



Archaeological Investigations Northwest, Inc.

3510 N.E. 122nd Ave. • Portland, Oregon 97230
Phone (503) 761-6605 • Fax (503) 761-6620

Vancouver Phone (360) 696-7473
E-mail: ainw@ainw.com
Web: www.ainw.com

May 27, 2022

Jason Irving, PE, Senior Engineer & Principal
MacKay Sposito
18405 SE Mill Palin Boulevard #100
Vancouver, WA 98683

Re: Main Street Streetscape Project - 5th to 15th Street
Vancouver, Washington
AINW Scope and Cost Estimate for Consulting Services

Dear Jason:

This scope of work and cost estimate outline AINW's proposed services to assist MacKay Sposito and the City of Vancouver in completing environmental permitting for the Main Street Streetscape project. Cultural resource investigations will be completed and overseen by AINW staff who meet the Secretary of the Interior's Professional Qualifications Standards in Archaeology, Architectural History, and History. The investigations will be done to assist the City of Vancouver in complying with Section 106 of the National Historic Preservation Act (NHPA) and its implementing regulations, 36 CFR 800, Section 4(f) of the U.S. Department of Transportation Act, the National Environmental Policy Act, and the State Environmental Policy Act.

Task 1: Inventory Historic Streetscape Features

AINW staff will complete an inventory of historic streetscape features that have potential to be affected by the project. The inventory will be completed in up to three 8-hour person days within an area defined by the project team as the likely project footprint. The AINW staff will revisit streetscape features that were previously documented for the Main Street Streetscape project (2006) and those features that are highlighted in Clark County Historical Museum's Downtown Vancouver Main Street Assessment (2022). GPS coordinates will be collected, and each feature will be photographed.

AINW will produce a draft GIS deliverable for the project team that identifies the streetscape features and includes preliminary recommendations, such as avoidance or inclusion in the new streetscape design. Once the draft GIS data is delivered, an AINW architectural historian will participate in up to three meetings with the project team to discuss treatment measures for historic streetscape features during project construction. AINW staff will summarize the final recommendations of the team in a memo and accompanying GIS deliverable.

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Jason Irving, PE, Senior Engineer & Principal

Re: Main Street Streetscape Project - 5th to 15th Street

Deliverables

- Draft GIS product (shapefiles and/or geodatabase) for MacKay Sposito and City of Vancouver identifying historic streetscape features within the project footprint.
- Final GIS product (shapefiles and/or geodatabase) and memo summarizing recommendations for the treatment of historic streetscape features during project construction for MacKay Sposito and City of Vancouver.

Task 2: Prepare APE Submittal Document

AINW staff will draft an Area of Potential Effects (APE) submittal document for review and approval by the Washington Department of Transportation (WSDOT). The submittal will include background information for the project area, a review of previous cultural resource surveys, and AINW's methodology for cultural resources survey and documentation. It is assumed that MacKay Sposito and the City of Vancouver will provide the following to AINW to incorporate into the document.

- A narrative description of the project and proposed design features.
- Anticipated depth of ground disturbance for design features.
- Spatial data for the limits of ground disturbance and/or the project's APE.
 - It is assumed that the APE will be centered on Main Street between 5th and 16th Streets.
 - The APE extends onto adjacent parcels within the area that was defined as a preliminary APE/project limit by MacKay Sposito and was sent to AINW on May 17, 2022. Temporary construction easements and purchase of rights-of-way will be limited to this area.
 - A revised APE sent to AINW on May 18, 2022, includes areas where underground utility and stormwater work may occur within road right-of-way on side streets between 5th and 16th Streets. It is assumed that this work will remain within existing rights-of-way and have no potential to have an effect on historic properties on adjacent parcels.

Deliverables

- Draft and final APE submittal document in Word/PDF format.

Task 3: Cultural Resource Survey and Reporting

Prior to conducting a field survey of the APE, AINW staff will review prior cultural resource reporting for the APE and vicinity and will search records on file with the Washington Department of Archaeology and Historic Preservation (DAHP). The records search will identify cultural resources that have been previously documented in the APE. Historical maps, Clark County records, and other sources will be studied to anticipate the locations of cultural resources that have yet to be identified in the APE because they were not yet 45 years in age during prior survey efforts, or because they are outside of the area originally studied for the project.

The field investigation will be completed in six 8-hour person days. New sections of the APE will be surveyed for the presence of cultural resources, and areas previously included in the APE will be

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Jason Irving, PE, Senior Engineer & Principal
Re: Main Street Streetscape Project - 5th to 15th Street

revisited as needed to verify existing conditions and collect up-to-date information. AINW staff will complete the survey of the APE from existing rights of way. If access to private property in the APE is needed to complete the survey, AINW will request that the City of Vancouver obtain rights of entry.

Archaeological Survey

An archaeological predetermination was completed for the project in 2006, and DAHP concurred with a recommendation for monitoring during construction. The scope for archaeology consists of a supplemental pedestrian survey to include areas that have been added to the project since 2006, and to verify existing conditions and meet current standards for reporting under Section 106 of the NHPA. The pedestrian survey will cover the entire APE. It is assumed that no new archaeological resources will be identified, and that no artifacts will be identified or collected during the pedestrian survey. The scope also includes a separate task (Task 3, described below) for developing a project-specific monitoring plan for the project.

Historic Resources Survey

It is assumed that up to 50 historic resources (i.e., buildings, sites, structures, objects, and districts built at least 45 years ago) will be identified within the APE and on parcels crossed by the APE. Additionally, up to 5 historic streetscape features are anticipated based upon prior reporting completed for the project in 2006.

Of the 50 historic resources in the APE, 19 are either listed in the National Register of Historic Places (NRHP) or have had their NRHP eligibility determined by an agency in the last 10 years. AINW assumes that resubmission of existing Historic Property Inventory Forms in the WISAARD database will be sufficient for these historic resources and will require no new data entry by AINW. These resources will be visited during the field survey to confirm that existing information on-file with DAHP remains consistent with current conditions.

Most of the remaining 31 historic resources of the APE are documented in the DAHP WISAARD database, but prior recommendations of eligibility for listing in the NRHP were not concurred by DAHP. AINW architectural historians will collect data on physical features, setting, and historical integrity for each of these historic resource from existing road rights-of-way. The historians will prepare a new inventory for the resources in the WISAARD database and will evaluate each resource's eligibility to be listed in the NRHP. It is assumed that small-scale streetscape features, such as plaques and freight doors in sidewalks, will be noted in an AINW summary report and will not require the completion of Historic Property Inventory Forms in the WISAARD database.

AINW architectural historians will observe and report the potential for a historic district to be present that would include historic resources of the APE. Prior reporting completed in the project area has identified a potential Esther Short Neighborhood Historic District. If such a district exists, it will be identified as a historic resource in the AINW summary report. If needed for potential districts, evaluations of NRHP eligibility and assessments of effects will be informed by reconnaissance-level information only, as the AINW survey for cultural resources will be limited to the APE.

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Jason Irving, PE, Senior Engineer & Principal

Re: Main Street Streetscape Project - 5th to 15th Street

Up to 21 of the 50 anticipated historic resources will meet minimum eligibility requirements for listing in the NRHP. For the NRHP-eligible resources, AINW architectural historians will delineate a historic property boundary, identify character-defining features, apply the NRHP Criteria (A through D), and assess aspects of historical integrity. AINW architectural historians will identify whether the project will encroach upon the historic property boundary, and if there is potential for an adverse effect to occur under Section 106 of the NHPA. No adverse effects are anticipated.

NRHP eligible historic resources are also Section 4(f) resources. It is assumed that temporary construction easements and right-of-way acquisition may be needed at the locations of NRHP-eligible historic resources. A contingency is included that would authorize AINW to assist MacKay Spósito and the City of Vancouver in documenting a *de minimis* impact for up to three historic sites. No use of a Section 4(f) resource is assumed for the project.

Cultural Resources Survey Report

Results of AINW's background review, field investigations, and assessment of the project's potential to adversely affect historic properties will be summarized in a cultural resources survey report. Copies of database entries for historic resources will be included as an attachment of the AINW summary report. AINW may also include the summary memo produced for the inventory of streetscape features (Task 1) as an attachment of the report. The AINW report will be reviewed for approval by the City of Vancouver, WSDOT, and DAHP.

Deliverables

- Draft cultural resources survey report in Word/PDF format.
- Final cultural resources survey report in Word/PDF format and hard copies for distribution by WSDOT.

Task 4: Monitoring Plan

AINW will prepare a project-specific monitoring plan that identifies areas where archaeological monitoring is recommended during project construction. The plan will also provide procedures to be followed in the event of an archaeological discovery, and it will list contact information and protocols for notifying DAHP, Native American Tribes, and other parties as appropriate. The plan will be developed in cooperation with the City and will be submitted for review and approval by WSDOT. WSDOT will distribute the plan to DAHP and Native American Tribes for review and comment.

Deliverables

- Draft monitoring plan in Word/PDF format.
- Final monitoring plan in Word/PDF format for distribution by WSDOT.

May 27, 2022

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Jason Irving, PE, Senior Engineer & Principal
Re: Main Street Streetscape Project - 5th to 15th Street

Contingency Task: Section 4(f) Memo

If authorized, AINW will complete one Section 4(f) *de minimis* memo for up to three historic properties that will not be adversely affected by the project. AINW assumes that the memo will be drafted in coordination with the consultant team and the City of Vancouver, and that the prime consultant will coordinate distribution of the memo for approval and signatures.

Deliverables

- Draft and final Section 4(f) *de minimis* memo in Word/PDF format

AINW Fee for Services

The base fee for services outlined in this agreement is **\$68,108.09**. If the contingency task is authorized, the overall project cost would be **\$75,523.25**. A detailed accounting of AINW's fee is attached for your convenience. Let me know if you have questions or require additional information.

Sincerely,

A handwritten signature in cursive script that reads "Andrea Blaser".

Andrea Blaser, M.S.
Sr. PM/Sr. Architectural Historian/Historian

Archaeological Investigations Northwest, Inc.

CLIENT: MacKay Spósito/City of Vancouver

Project Name: Vancouver Main Street

Date: June 23, 2022

Task	Description	Smits	Blaser	Architect. Historian	Supervising Archaeo. I	Cowan	Inman	Hours	Labor	Expenses	Total
		PI-PM/Senior Archaeo.	PM/Senior Architect. Hist			Graphics- GIS	Research/ Proj. Assist./ Proj. Admin				
1	Historic Streetscape Inventory		14	55		2		71	\$8,022.50	\$52.65	\$8,075.15
2	APE Submittal and coordination	4	12	8	6	5		35	\$4,561.66	\$0.00	\$4,561.66
3	Cultural Resource Survey and Reporting	28	65	270	38	24	9	434	\$49,419.94	\$145.30	\$49,565.24
4	Monitoring plan	30	2			4	2	38	\$5,706.24	\$0.00	\$5,706.24
CONT 1	Section 4(f) <i>de minimis</i> memo		36	6		6	4	52	\$7,411.56	\$0.00	\$7,411.56
Total Labor Hours		62	129	339	44	41	15	630			
Labor Rates		\$153.60	\$153.60	\$101.18	\$87.77	\$153.60	\$88.32				
Total Labor		\$9,523.20	\$19,814.40	\$34,300.02	\$3,861.88	\$6,297.60	\$1,324.80	\$75,121.90			
DIRECT EXPENSES-Task 1		Each	Qty	Total							
Vehicle Mileage 3 RT @ 30 miles		\$0.585	90	\$52.65							
Field Vehicle @ \$58/day		\$65.00	0	\$0.00							
shipping		\$20.00	0	\$0.00							
Blank		\$0.00	0	\$0.00							
TOTAL EXPENSES - Task 1				\$52.65							
DIRECT EXPENSES - Task 3		Each	Qty	Total							
Vehicle Mileage 6 RT @ 30 miles		\$0.585	180	\$105.30							
Field Vehicle @ \$58/day		\$65.00	0	\$0.00							
Shipping		\$20.00	2	\$40.00							
Blank		\$0.00	0	\$0.00							
TOTAL EXPENSES - Task 3				\$145.30							
TOTAL EXPENSES				\$197.95							
FN = AINW 2022 Audited ANTE City of Vancouver											

Actuals Not To Exceed Table (ANTE)

CLARK COUNTY & CITY OF VANCOUVER

Archaeological Investigations Northwest, Inc.

3510 NE 122nd Avenue

Portland, OR 97230

Job Classifications	Direct Labor Hourly Billing Rate for 2021 NTE	Direct Labor Hourly Billing Rate 2022 NTE ≤ 6% Increase	Overhead NTE*	Fixed Fee NTE	All Inclusive Hourly Billing Rate NTE
			150.73%	30.00%	
Princ.Inv./PM/Sen.Archaeologist	\$75.00	\$75.00	\$113.05	\$22.50	\$210.55
PI-PM/Senior Archaeologist	\$68.00	\$72.08	\$108.65	\$21.62	\$202.35
PM/Senior Historian/Sen.Architl. Historian	\$53.50	\$56.71	\$85.48	\$17.01	\$159.20
PM/Senior Archaeologist	\$48.30	\$51.20	\$77.17	\$15.36	\$143.73
Architectural Historian	\$34.00	\$36.04	\$54.32	\$10.81	\$101.18
Assist PM/Supervising Archaeologist	\$41.00	\$43.46	\$65.51	\$13.04	\$122.01
Supervising Archaeologist	\$40.00	\$42.40	\$63.91	\$12.72	\$119.03
Graphics-GIS	\$0.00	\$56.71	\$85.48	\$17.01	\$159.20
Staff Archaeologist	\$29.00	\$30.74	\$46.33	\$9.22	\$86.30
Research/ Project Admin./Project Assist.	\$33.50	\$35.51	\$53.52	\$10.65	\$99.69
Archaeological Assistant (Field & Lab)	\$25.00	\$26.50	\$39.94	\$7.95	\$74.39
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
4/1/2022			\$0.00	\$0.00	\$0.00

