


**CITY OF MARYSVILLE AGENDA BILL**

**EXECUTIVE SUMMARY FOR ACTION**

**CITY COUNCIL MEETING DATE: November 08, 2021**

<b>AGENDA ITEM:</b>	
Professional Services Agreement with MacLeod Reckord for preliminary design of the Marysville to Lake Stevens Connector Trail	
<b>PREPARED BY:</b>	<b>DIRECTOR APPROVAL:</b>
Steven Miller, Senior Project Manager	
<b>DEPARTMENT:</b>	
Engineering and Transportation Services	
<b>ATTACHMENTS:</b>	
Contract Exhibit A-1 - Scope of Work and Fee Determination	
<b>BUDGET CODE:</b>	<b>AMOUNT:</b>
31000076.563000	\$495,460.19
<b>SUMMARY:</b>	
<p>In July 2019, the City council approved an interlocal agreement (ILA) with Lake Stevens to develop and construct a trail linking Marysville and Lake Stevens, to better serve both communities and to offer non-motorized transportation options for recreation and health benefits. The project area is aligned along powerline corridors that feature open space suitable for a trail. The proposed trail extends from 64<sup>th</sup> ST NE (SR 528) in Marysville at the north end, to 8<sup>th</sup> ST SE in Lake Stevens at the south end.</p> <p>Since the ILA was approved, the City has obtained a grant from the State Department of Commerce in the amount of \$504,700 to fund preliminary design of the project. The City advertised a request for proposals in July. A panel consisting of City staff and (1) staff member from Lake Stevens interviewed MacLeod Reckord (M-R) and Otak. M-R was selected as the preferred candidate. The attached Professional Service Agreement was negotiated with M-R to provide preliminary design necessary for the project. Staff opinion is that the negotiated fee of \$495,460.19 is fair and consistent with industry standard.</p> <p>This phase will be administered by the City with the use of grant funds, and will include coordination with Lake Stevens in accordance with the ILA. Additional phases to complete the project will be completed in accordance with the ILA, including cost-sharing and other applicable provisions.</p>	

<b>RECOMMENDED ACTION:</b> Staff recommends that Council authorize the Mayor to sign and execute a Professional Services Agreement (PSA) between the City of Marysville and MacLeod Reckord PLLC, in the amount of \$495,460.19.
<b>RECOMMENDED MOTION:</b> I move to authorize the Mayor to sign and execute the PSA with MacLeod Reckord.

**PROFESSIONAL SERVICES AGREEMENT BETWEEN  
CITY OF MARYSVILLE  
AND MACLEOD RECKORD, PLLC**

**THIS AGREEMENT** (“Agreement”) is made and entered into as of the date of the last signature below, by and between the City of Marysville, a Washington State municipal corporation (“City”), and MacLeod Reckord, PLLC, a professional limited liability corporation, organized under the laws of the state of Washington, located and doing business at 110 Prefontaine Place South, Suite 600, Seattle, WA 98104 (“Consultant”).

In consideration of the terms, conditions, covenants, and performances contained herein, the parties hereto agree as follows:

**1. SCOPE OF SERVICES.** The Consultant shall provide the work and services described in the attached **EXHIBIT A**, incorporated herein by this reference (the “Services”). All services and materials necessary to accomplish the tasks outlined in the Scope of Services shall be provided by the Consultant unless noted otherwise in the Scope of Services or this Agreement. All such services shall be provided in accordance with the standards of the Consultant’s profession.

**2. TERM.** The term of this Agreement shall commence on \_\_\_\_\_ and shall terminate at midnight on 12/31/2023. The parties may extend the term of this Agreement by executing a written supplemental amendment.

**3. COMPENSATION.** The Consultant shall be paid by the City for Services rendered under this Agreement as described in **EXHIBIT A** and as provided in this section. In no event shall the compensation paid to Consultant under this Agreement exceed **Four Hundred-Ninety-Five Thousand and Four Hundred-Sixty Dollars and Nineteen Cents (\$495,460.19)** within the term of the Agreement, including extensions, without the written agreement of the Consultant and the City. Such payment shall be full compensation for the Services and for all labor, materials, supplies, equipment, incidentals, and any other expenses necessary for completion.

The Consultant shall submit a monthly invoice to the City for Services performed in the previous calendar month in a format acceptable to the City. The Consultant shall maintain time and expense records and provide them to the City upon request.

The City will pay timely submitted and approved invoices received before the 20th of each month within thirty (30) days of receipt.

**4. CONSULTANT’S OBLIGATIONS.**

**4.1 MINOR CHANGES IN SCOPE.** The Consultant agrees to accept minor changes, amendments, or revisions to the scope of the Services, as may be required by the City, when such

changes, amendments, or revisions will not have any impact on the cost of the Services or the proposed delivery schedule.

**4.2 ADDITIONAL WORK.** The City may desire to have the Consultant perform additional work or services which are not identified in the scope of the Services. If the parties agree to the performance of additional work or services, the parties will execute a written supplemental amendment detailing the additional work or services and compensation therefore. In no event will the Consultant be compensated for preparing proposals for additional work or services. In no event shall the Consultant begin work contemplated under a supplemental amendment until the supplemental amendment is fully executed by the parties.

**4.3 WORK PRODUCT AND DOCUMENTS.** The work product and all documents produced under this Agreement shall be furnished by the Consultant to the City, and upon completion of the Services shall become the property of the City, except that the Consultant may retain one copy of the work product and documents for its records. The Consultant will be responsible for the accuracy of the Services, the work product, and all documents produced under this Agreement, even though the Services have been accepted by the City.

In the event that the Consultant defaults on this Agreement or in the event that this Agreement is terminated prior to the completion of the Services or the time for completion, all work product and all documents and other materials produced under this Agreement, along with a summary of work as of the date of default or termination, shall become the property of the City. The summary of Services provided shall be prepared at no additional cost to the City. Upon request, the Consultant shall tender the work product, all documents, and the summary to the City within five (5) business days. Tender of said work product shall be a prerequisite to final payment under this Agreement.

The Consultant will not be held liable for reuse of work product or documents produced under this Agreement or modification of the work product or documents for any purpose other than those identified in this Agreement without the written authorization of the Consultant.

**4.4 PUBLIC RECORDS ACT.** Consultant acknowledges that the City is subject to the Public Records Act, chapter 42.56 RCW (the “PRA”). All records owned, used, or retained by the City are public records subject to disclosure unless exempt under the PRA, whether or not the records are in the possession or control of the City or Consultant. All exemptions to the PRA are narrowly construed.

a. **Confidential Information.** Any records provided to the City by the Consultant which contain information that the Consultant in good faith believes is not subject to disclosure under the PRA shall be marked “Confidential” and shall identify the specific information that the Consultant in good faith believes is not subject to disclosure under the PRA and a citation to the statutory basis for non-disclosure.

b. **Responding to Public Records Requests.** The City shall exercise its sole legal judgment in responding to public records requests.

- (1) The City may rely upon the lack of notification from the Consultant in releasing any records that are not marked “Confidential.”
- (2) If records identified as “Confidential” by the Consultant are responsive to a PRA request, the City will seek to provide notice to Consultant at least ten (10) business days before the date on which the City anticipates releasing records. The City is under no obligation to assert any applicable exemption on behalf of the Consultant. The Consultant may seek, at its sole cost, an injunction preventing the release of information which it believes is protected. In no event will the City have any liability to Consultant for any failure of the City to provide notice prior to release.
- (3) If the City, in its sole legal judgment, believes that the Consultant possesses records that (1) are responsive to a PRA request and (2) were used by the City, the City will request the records from the Consultant. The Consultant will, within ten (10) business days:
  - i. Provide the records to the City in the manner requested by the City;
  - ii. Obtain a court injunction, in a lawsuit involving the requester, covering all, or any confidential portion of, the records and provide any records not subject to the court injunction; or
  - iii. Provide an affidavit, in a form acceptable to the City Attorney, specifying that the Consultant has made a diligent search and did not locate any requested documents.

c. **Indemnification.** In addition to its other indemnification and defense obligations under this Agreement, the Consultant shall indemnify and defend the City from and against any and all losses, penalties, fines, claims, demands, expenses (including, but not limited to, attorneys fees and litigation expenses), suits, judgments, or damages (collectively “Damages”) arising from or relating to any request for records related to this Agreement, to the extent such Damages are caused by action or inaction of the Consultant. This indemnification and defense obligation shall survive the expiration or termination of this Agreement.

**4.5 MAINTENANCE/INSPECTION OF RECORDS.** The Consultant shall maintain all books, records, documents, and other evidence pertaining to the costs and expenses allowable under this Agreement in accordance with generally accepted accounting practices. All such books and records required to be maintained by this Agreement shall be subject to inspection and audit by representatives of the City and/or the Washington State Auditor at all reasonable times, and the Consultant shall afford the proper facilities for such inspection and audit.

Representatives of the City and/or the Washington State Auditor may copy such books, accounts, and records where necessary to conduct or document an audit. The Consultant shall preserve and make available all such books of account and records for a period of three (3) years after final payment under this Agreement. In the event that any audit or inspection identifies any discrepancy in such financial records, the Consultant shall provide the City with appropriate clarification and/or financial adjustments within thirty (30) calendar days of notification of the discrepancy.

#### 4.6 INDEMNITY.

a. **Indemnification and Hold Harmless.** The Consultant shall defend, indemnify, and hold the City, its officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses, or suits including attorney fees, arising out of or resulting from the acts, errors, or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

b. Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant's negligence.

c. The provisions of this Section 4.6 shall survive the expiration or termination of this Agreement.

d. The Consultant hereby knowingly, intentionally, and voluntarily waives the immunity of the Industrial Insurance Act, Title 51 RCW, solely for the purposes of the indemnity contained in subpart "a" of this Section 4.6. This waiver has been mutually negotiated by the parties.

\_\_\_\_\_ (City Initials)

\_\_\_\_\_  (Contractor Initials)

#### 4.7 INSURANCE.

a. **Insurance Term.** The Consultant shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the Services hereunder by the Consultant, its agents, representatives, or employees.

b. **No Limitation.** Consultant's maintenance of insurance as required by the Agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

c. **Minimum Scope of Insurance.** Consultant shall obtain insurance of the types and coverage described below:

- (1) Automobile Liability insurance covering all owned, non-owned, hired, and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage.
- (2) Commercial General Liability insurance shall be at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop-gap independent contractors and personal injury and advertising injury. The City shall be named as an additional insured under the Consultant's Commercial General Liability insurance policy with respect to the Services performed for the City using an additional insured endorsement at least as broad as ISO CG 20 26.
- (3) Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
- (4) Professional Liability insurance appropriate to the Consultant's profession.

d. **Minimum Amounts of Insurance.** Consultant shall maintain the following insurance limits:

- (1) Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
- (2) Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
- (3) Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

e. **Other Insurance Provision.** The Consultant's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain that they shall be primary insurance as respect the City. Any Insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.

f. **Acceptability of Insurers.** Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

g. **Verification of Coverage.** The Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the Services.



h. **Notice of Cancellation.** The Consultant shall provide the City with written notice of any policy cancellation within two business days of the Consultant's receipt of such notice.

i. **Failure to Maintain Insurance.** Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five (5) business days notice to the Consultant to correct the breach, immediately terminate the Agreement or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

j. **Insurance to be Occurrence Basis.** Unless approved by the City all insurance policies shall be written on an "Occurrence" policy as opposed to a "Claims-made" policy. The City may require an extended reporting endorsement on any approved "Claims-made" policy. Professional liability insurance may be written on a "Claims-made" basis if it is maintained for a period of three (3) years following completion of the services.

k. **City Full Availability of Consultant Limits.** If the Consultant maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Consultant, irrespective of whether such limits maintained by the Consultant are greater than those required by this Agreement or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Consultant.

**4.8 LEGAL RELATIONS.** The Consultant shall comply with all federal, state, and local laws, regulations, and ordinances applicable to the Services to be performed under this Agreement. The Consultant represents that it and all employees assigned to perform any of the Services under this Agreement are in full compliance with the statutes of the State of Washington governing the Services and that all personnel to be assigned to the Services are fully qualified and properly licensed to perform the work to which they will be assigned.

**4.9 INDEPENDENT CONTRACTOR.**

a. The Consultant and the City understand and expressly agree that the Consultant is an independent contractor in the performance of each and every part of this Agreement. The Consultant expressly represents, warrants, and agrees that the Consultant's status as an independent contractor in the performance of the Services required under this Agreement is consistent with and meets the six-part independent contractor test set forth in RCW 51.08.195 or as hereafter amended. The Consultant, as an independent contractor, assumes the entire responsibility for carrying out and accomplishing the Services required under this Agreement. The Consultant shall not make

a claim of City employment and shall not claim any related employment benefits, social security, and/or retirement benefits.

b. The Consultant shall be solely responsible for paying all taxes, deductions, and assessments, including but not limited to federal income tax, FICA, social security tax, assessments for unemployment and industrial injury, and other deductions from income which may be required by law or assessed against either party as a result of this Agreement. In the event the City is assessed a tax or assessment as a result of this Agreement, the Consultant shall pay the same before it becomes due.

c. The City may, during the term of this Agreement, engage other independent contractors to perform the same or similar work to the Services that the Consultant performs under this Agreement.

d. Prior to commencement of Services, the Consultant shall obtain a business license from the City.

**4.10 EMPLOYMENT.**

a. The term “employee” or “employees” as used herein shall mean any officers, agents, or employee of the Consultant.

b. Any and all employees of the Consultant, while performing any Services under this Agreement, shall be considered employees of the Consultant only and not of the City. The Consultant shall be solely liable for: (1) and any and all claims that may or might arise under the Workman’s Compensation Act, Title 51 RCW, on behalf of any said employees while performing any Services under this Agreement, and (2) any and all claims made by any third party as a consequence of any negligent act or omission on the part of the Consultant or its employees while performing any Services under this Agreement.

c. The Consultant represents, unless otherwise indicated below, that all employees of the Consultant that will perform any Services under this Agreement have never been retired from a Washington State retirement system, including but not limited to Teacher (TRS), School District (SERS), Public Employee (PERS), Public Safety (PSERS), law enforcement and fire fighters (LEOFF), Washington State Patrol (WSPRS), Judicial Retirement System (JRS), or otherwise. *(Please use initials to indicate No or Yes below.)*

df No, employees performing the Services have never been retired from a Washington state retirement system.

\_\_\_\_\_ Yes, employees performing the Services have been retired from a Washington state retirement system.



In the event the Consultant checks “no”, but an employee in fact was a retiree of a Washington State retirement system, and because of the misrepresentation the City is required to defend a claim by the Washington State retirement system, or to make contributions for or on account of the employee, or reimbursement to the Washington State retirement system for benefits paid, the Consultant hereby agrees to save, indemnify, defend and hold the City harmless from and against all expenses and costs, including reasonable attorney fees incurred in defending the claim of the Washington State retirement system and from all contributions paid or required to be paid, and for all reimbursement required to the Washington State retirement system. In the event the Consultant checks “yes” and affirms that an employee providing work has ever retired from a Washington State retirement system, every said employee shall be identified by the Consultant and such retirees shall provide the City with all information required by the City to report the employment with Consultant to the Department of Retirement Services of the State of Washington.

**4.11 NONASSIGNABLE.** Except as provided in **EXHIBIT B**, the Services to be provided by the Consultant shall not be assigned or subcontracted without the express written consent of the City.

**4.12 SUBCONTRACTORS AND SUBCONSULTANTS.**

a. The Consultant is responsible for all work or services performed by subcontractors or subconsultants pursuant to the terms of this Agreement.

b. The Consultant must verify that any subcontractors or subconsultants the Consultant directly hires meet the responsibility criteria for the Services. Verification that a subcontractor or subconsultant has proper license and bonding, if required by statute, must be included in the verification process. If the parties anticipate the use of subcontractors or subconsultants, the subcontractors or subconsultants are set forth in **EXHIBIT B**.

c. The Consultant may not substitute or add subcontractors or subconsultants without the written approval of the City.

d. All subcontractors or subconsultants shall have the same insurance coverage and limits as set forth in this Agreement and the Consultant shall provide verification of said insurance coverage.

**4.13 CONFLICTS OF INTEREST.** The Consultant agrees to and shall notify the City of any potential conflicts of interest in Consultant’s client base and shall obtain written permission from the City prior to providing services to third parties when a conflict or potential conflict of interest exists. If the City determines in its sole discretion that a conflict is irreconcilable, the City reserves the right to terminate this Agreement.

**4.14 CITY CONFIDENCES.** The Consultant agrees to and will keep in strict confidence, and will not disclose, communicate, or advertise to third parties without specific prior written consent from the City in each instance, the confidences of the City or any information regarding the City or the Services provided to the City.

**4.15 DISCRIMINATION PROHIBITED AND COMPLIANCE WITH EQUAL OPPORTUNITY LEGISLATION.** The Consultant agrees to comply with equal opportunity employment and not to discriminate against any client, employee, or applicant for employment or for services because of race, creed, color, religion, national origin, marital status, sex, sexual orientation, age, or handicap except for a bona fide occupational qualification with regard, but not limited to, the following: employment upgrading; demotion or transfer; recruitment or any recruitment advertising; layoff or terminations; rates of pay or other forms of compensation; selection for training; or rendition of services. The Consultant further agrees to maintain (as appropriate) notices, posted in conspicuous places, setting forth its nondiscrimination obligations. The Consultant understands and agrees that if it violates this nondiscrimination provision, this Agreement may be terminated by the City, and further that the Consultant will be barred from performing any services for the City now or in the future, unless a showing is made satisfactory to the City that discriminatory practices have been terminated and that recurrence of such action is unlikely.

**4.16 UNFAIR EMPLOYMENT PRACTICES.** During the performance of this Agreement, the Consultant agrees to comply with RCW 49.60.180, prohibiting unfair employment practices.

**5. CITY APPROVAL REQUIRED.** Notwithstanding the Consultant's status as an independent contractor, the Services performed pursuant to this Agreement must meet the approval of the City, which shall not be unreasonably withheld if the Services have been completed in compliance with the Scope of Services and City requirements.

**6. GENERAL TERMS.**

**6.1 NOTICES.** Receipt of any notice shall be deemed effective three (3) calendar days after deposit of written notice in the U.S. mail with proper postage and address.

Notices to the City shall be sent to the following address:

**CITY OF MARYSVILLE**  
Steven Miller  
80 Columbia Avenue  
Marysville, WA 98270

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

**MACLEOD RECKORD**

Connie Reckord

110 Prefontaine Place South, Suite 600

Seattle, WA 98104

**6.2 TERMINATION.** The City may terminate this Agreement in whole or in part at any time by sending written notice to the Consultant. As per Section 6.1, the Consultant is deemed to have received the termination notice three (3) calendar days after deposit of the termination notice in the U.S. mail with proper postage and address. The termination notice is deemed effective seven (7) calendar days after it is deemed received by the Consultant.

If this Agreement is terminated by the City for its convenience, the City shall pay the Consultant for satisfactory Services performed through the date on which the termination is deemed effective in accordance with payment provisions of Section 3, unless otherwise specified in the termination notice. If the termination notice provides that the Consultant will not be compensated for Services performed after the termination notice is received, the City will have the discretion to reject payment for any Services performed after the date the termination notice is deemed received.

**6.3 DISPUTES.** The parties agree that, following reasonable attempts at negotiation and compromise, any unresolved dispute arising under this Agreement may be resolved by a mutually agreed-upon alternative dispute resolution of arbitration or mediation.

**6.4 EXTENT OF AGREEMENT/MODIFICATION.** This Agreement, together with exhibits, attachments, and addenda, represents the entire and integrated Agreement between the parties and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended, modified, or added to only by a written supplemental amendment properly signed by both parties.

**6.5 SEVERABILITY.**

a. If a court of competent jurisdiction holds any part, term, or provision of this Agreement to be illegal or invalid, in whole or in part, the validity of the remaining parts, terms, or provisions shall not be affected, and the parties' rights and obligations shall be construed and enforced as if the Agreement did not contain the particular part, term, or provision held to be invalid.

b. If any part, term, or provision of this Agreement is in direct conflict with any statutory provision of the State of Washington, that part, term, or provision shall be deemed inoperative and null and void insofar as it may conflict, and shall be deemed modified to conform to such statutory provision.

**6.6 NONWAIVER.** A waiver by either party of a breach by the other party of any covenant or condition of this Agreement shall not impair the right of the party not in default to avail itself of any subsequent breach thereof. Leniency, delay, or failure of either party to insist upon strict performance of any agreement, covenant, or condition of this Agreement, or to exercise any right herein given in any one or more instances, shall not be construed as a waiver or relinquishment of any such agreement, covenant, condition, or right.

**6.7 FAIR MEANING.** The terms of this Agreement shall be given their fair meaning and shall not be construed in favor of or against either party hereto because of authorship. This Agreement shall be deemed to have been drafted by both of the parties.

**6.8 GOVERNING LAW.** This Agreement shall be governed by and construed in accordance with the laws of the State of Washington.

**6.9 VENUE.** The venue for any action to enforce or interpret this Agreement shall lie in the Superior Court of Washington for Snohomish County, Washington.

**6.10 COUNTERPARTS.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same Agreement.

**6.11 AUTHORITY TO BIND PARTIES AND ENTER INTO AGREEMENT.** The undersigned represent that they have full authority to enter into this Agreement and to bind the parties for and on behalf of the legal entities set forth herein.


DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

CITY OF MARYSVILLE

By \_\_\_\_\_  
Jon Nehring, Mayor

DATED this 19th day of October, 2021.

MACLEOD RECKORD

By   
\_\_\_\_\_  
Connie Reckord (Name)  
Its: Managing Member (Title)

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
\_\_\_\_\_, Deputy City Clerk

Approved as to form:

\_\_\_\_\_  
Jon Walker, City Attorney

**EXHIBIT A**  
**Scope of Work**  
**Fee Determination**



**EXHIBIT A-1**  
**Scope of Work**  
October 18, 2021

**City of Marysville**  
**Marysville – Lake Stevens Trail Connector**

**PROJECT DESCRIPTION**

The City of Marysville, in collaboration with the City of Lake Stevens, seeks to develop a project consisting of a 4.7-mile trail extension of the Bayview Trail within Marysville, extending south into Lake Stevens. The project's northern terminus is 64<sup>th</sup> St NE (SR 528) and its southern terminus is 8<sup>th</sup> St SE. The City of Lake Stevens has developed engineering for the trail between 8<sup>th</sup> St SE and 20<sup>th</sup> St SE, so this routing study will extend only to the south side of 8<sup>th</sup> St SE with consideration of the improvements already proposed to the south. The trail is located in multiple utility corridors, and along city streets, and traverses through both city jurisdictions and Snohomish County. The multi-jurisdictional shared use path is an important recreational amenity and will result in making connection to the larger non-motorized systems in these communities.

The scope of work includes evaluation, recommendation, and preliminary design for a final alignment for the trail and location of access drives and crossing treatments at the many roadways the trail will cross. Services include preliminary design and engineering and include preparation of documents for purposes of submitting application for grant funding; public outreach and presentation; geotechnical evaluation and recommendations; environmental analysis and conceptual mitigation planning; and permit evaluation and support with early permit application.

This scope of work will support the initial phase of the project. Additional services to complete the design, to acquire right-of-way, and to support construction will be supplemented in future phases of the project. The Project Study Area is as defined by the limits shown on the attached Exhibit 1.

**OUTLINE OF SCOPE OF SERVICES**

The MacLeod Reckord team (Consultant) will provide planning, design, engineering, environmental, and permit application support services to complete the planning effort in accordance with contract requirements as established by the City of Marysville (City). Scope of work shall consist of Tasks noted below:

- I. Preliminary Design Services
  - Task 01 Project Management
  - 02 Data Collection and Programming
  - 03 Base Map and Allowance for Field Survey
  - 04 Critical Area Reconnaissance
  - 05 Permit Strategy
  - 06 Geotechnical Evaluation and Reporting
  - 07 Transportation Analysis and Reporting
  - 08 ROE's, Real Estate Evaluation and Reporting
  - 09 Conceptual Design Alternatives
  - 10 Preferred Concept and Phasing
  - 11 30% Schematic Design
  - 12 Public Outreach Support
  - 13 Grant Application Support
  - 14 Cultural Resource Desktop Review

A Management Reserve may be added to the contract to expand upon services outlined in this scope. Additional tasks for continued design, engineering, and environmental documentation services may be negotiated at the discretion of the City.

## **PROJECT TEAM ROLES AND RESPONSIBILITIES**

MacLeod Reckord (Consultant) will contract with qualified subconsultants as indicated below. Roles and responsibilities are as follows:

1. **MacLeod Reckord PLLC (MR)** (Consultant) – Project management, client and team coordination, public outreach facilitation, trail and trailhead planning / design and documentation, grant application support, overall document coordination, project oversight, and quality control.
2. **Parametrix (PMX)** – Survey and mapping, civil engineering, stormwater and utilities design, utility coordination, critical areas reconnaissance and reporting, permit strategy and environmental documentation and permit application support.
3. **Transpo Group (Transpo)** – Transportation planning, traffic engineering, signal and crossing design, and documentation.
4. **RES Group NW (RES)** – Right of Entry approval, acquisition and easement evaluation, assessment, and strategy.
5. **HWA GeoSciences (HWA)** – Geotechnical evaluation and reporting, geotechnical engineering services, and document review.

## **GENERAL PROJECT ASSUMPTIONS**

1. Consultant will pursue rights of entry as necessary for Consultant team to access the project area (see Task 08). City of Marysville (City) will provide support in this effort with correspondence and collaborative meetings as necessary.
2. Correspondence and coordination with project partners and grant agencies: City of Lake Stevens (CLS), Washington State Recreation and Conservation Office (RCO), Washington State Department of Transportation (WSDOT), etc. will be the responsibility of the City but may be expanded to include direct correspondence with the Consultant, as approved by the City. Direct correspondence with WSDOT is authorized by the City for issues regarding SR 528 crossing.
3. The City is responsible for advertising/notification and providing the venue (if in person) for public outreach meetings.
4. Bicycle and Pedestrian volumes, forecasts, and level of service information from City (as available) may be provided to the Consultant. No new level of service data is anticipated to be needed for this project.
5. Traffic volume and traffic speed data will be provided by the Consultant for the estimated 15 crossing locations for the project, including: 64th St NE (SR 528), 80th Ave NE / 50th St NE, 49th St NE, 44th St NE / Line Rd, 40th St NE, 35th St NE, Soper Hill Road, 19th Pl NE, 10th St NE (may have multiple options), 84th Dr NE, Lundeen Parkway, Vernon Road, SR 204, 1st St SE, and 8th St SE.
6. Conceptual design plans for road crossing treatment will be developed to sufficient level for costing and grant application.
7. Lighting/electrical costs will be included based on best available information regarding service. Connection fees for electrical will be provided to the Consultant by the applicable utility.
8. LEED™ Process is not included at this time, however sustainable building practices will be incorporated into the planning strategies and preliminary design as program and budget allow.
9. Cost opinion will be in a format detailed enough for the City to extrapolate for PRISM but will not be in PRISM software format.

10. All deliverables will be in electronic file format unless otherwise specified.

## **DESIGN STANDARDS / CRITERIA**

1. All work will comply with City of Marysville, City of Lake Stevens, WSDOT, and AASHTO Pedestrian and Bicycle facilities design guidelines. Conflicting guideline directives will be resolved by the City.
2. Documentation will be in the most current version of ACAD and Civil 3D available (vs 2020 at the time of contract but subject to updating), or as mutually agreed.
3. City of Marysville and City of Lake Stevens Road Standards will be referenced (respectively) for work in the city right of way. Snohomish County Road Standards will be referenced for work in county right of way.
4. City of Marysville Stormwater Manual, current edition, City of Lake Stevens Stormwater Manual, current edition, or Snohomish County Drainage Manual, current edition, per applicable jurisdiction.
5. WSDOT, *Standard Plans*, current edition
6. WSDOT, *Standard Specifications for Road, Bridge, and Municipal Construction*, English, current edition and Amendments.
7. WSDOT *Local Agency Guidelines Manual (LAG)*
8. WSDOT *Design Manual*
9. WSDOT *Highway Runoff Manual*, current edition
10. WSDOT *Hydraulics Manual*, current edition
11. *Manual of Uniform Traffic Control Devices (MUTCD)*, current edition
12. United States Access Board *Guidelines and Standards for Recreation Facilities-Trails*
13. Relevant utility purveyor design guidelines.

## **SCHEDULE**

The scope of work is premised on a Notice-to-Proceed date of approximately November 2021 and completion date of approximately June 2023. See Exhibit 2 Draft Schedule.

## **PART I – PRELIMINARY DESIGN SERVICES**

### **TASK 1: PROJECT MANAGEMENT**

- 1.1 Coordination and Review: Coordinate the Consultant design team to ensure that the work is completed on schedule, is technically competent, and meets City's requirements. Develop and implement the internal work plan and provide overall coordination and review of the work. Organize and administer regular internal coordination meetings of the design team to facilitate execution of the work.
- 1.2 Coordination Meetings: Meet with City and their assigns (may include but not be limited to multiple City departments, boards, administrators, and council, as well as others noted below) to discuss and/or present project issues, schedule, progress, and general coordination of effort. Others to coordinate with:
  - a. City of Lake Stevens
  - b. Snohomish County
  - c. Utility purveyors:
    - (1) Olympic Pipeline
    - (2) Bonneville Power Administration
    - (3) Snohomish County PUD
    - (4) Puget Sound Energy
    - (5) Seattle City Light
  - d. WSDOT

- 1.3 Document Management: Provide for the management of drawings and documents received and generated over the course of the project, including review, distribution, filing, and storage.
- 1.4 Project Schedule: Provide a detailed schedule (1 draft, 1 final) for the Consultant work elements, integrating project deliverables and milestones with schedules identified by City. Update schedule one time at the completion of Conceptual Design Alternatives.
- 1.5 Subconsultant Management: The Consultant shall provide ongoing overview of progress, review of invoices, and overall coordination of Subconsultants involved in the project.
- 1.6 Quality Assurance/Quality Control: Conduct a quality assurance check of all deliverables prior to submittal to the City. All team members to apply their defined and proven quality control reviews/process to their specific deliverables for draft and final submittals. Budget for Subconsultant QA/QC work is covered in subsequent tasks.
- 1.7 Invoicing: Prepare and submit regular invoicing and monthly progress reports.

*Assumptions:*

- *Coordination and review meetings will be held remotely unless otherwise noted.*
- *Regular check-in meetings will be held remotely, will include team members as appropriate, and will be scheduled approximately twice monthly.*
- *For estimating purposes team members refer to Exhibit 3 Meeting Schedule, which will be adjusted as required periodically.*

*Deliverables:*

- *Meeting Schedule*
- *Meeting Notes as required*
- *Draft, Final, and Interim Adjusted Schedule*
- *Invoicing and Progress Reports*

**TASK 2: DATA COLLECTION AND PROGRAMMING**

- 2.1 Data Research and Assembly: Assemble documentation as provided by the City (and others) to inform project design, permit requirements, and engineering effort. Research data may extend beyond the limits of the Project Study Area at the discretion of the Consultant.
- 2.2 Site Reconnaissance and Base Map Verification: For purposes of assessing overall site and condition at boundaries, verifying accuracy of base map, mapping field conditions, and determining whether and where field survey or field critical area delineation is required. Map site opportunities and constraints that will influence design, critical area impacts, schedule, and costs throughout the Project Study Area.
- 2.3 Program Assessment and Opportunities/Constraints: Identify the full range of program elements considered for the trail. Prepare a summary statement as program elements relate to the opportunities/constraints. Prepare draft and final statement.

*Assumptions:*

- *Draft programming will be informed through City staff input and reference to cited documents. Final programming statement will be informed through additional input gathered as part of the public outreach task.*

*Deliverables:*

- *Existing conditions and opportunities/constraints map of Project Study Area*
- *Program Assessment and Opportunities/Constraints, draft and final*

### **TASK 3: BASE MAP AND ALLOWANCE FOR FIELD SURVEY**

- 3.1 Base Map Development: Utilizing GIS and LiDAR data, and any survey data available from City or other public sources, assemble a draft and final survey base map suitable for preliminary alignment documentation. Features to include as much infrastructure in the corridor as is available, approximations of critical areas and significant natural features, limit of canopy, road ROW's, approximations of boundaries based on Snohomish County parcel data, with aerial overlay, and other information as publicly available. Extend to limits as shown or described in Exhibit 1, Project Study Area.
- 3.2 Field Survey Contingency: Field survey and mapping to supplement what is described in 3.1, or as required to locate and map significant features as authorized by the City. Integrate field survey with base map to provide one document. Survey contingency work will not exceed the amount as shown in this subtask. Survey contingency work may include contracting with an approved underground utility locate service for utility locating, which will be completed within the not-to-exceed amount.

#### *Assumptions:*

- *Boundary depiction is not boundary survey. Boundary and parcel lines will be based on Snohomish County parcel data.*
- *Field survey is proposed to be conducted following selection of a preferred concept and phasing plan to support the development of preliminary design.*
- *The field survey contingency will be limited to approximately three (3) days for one survey crew with associated data management and mapping and will not exceed the amount as shown in this subtask.*
- *Base map data will be limited to publicly available data except as supplemented under task 3.2.*

#### *Deliverables:*

- *Base Map, referenced to current city datum (horizontal and vertical), draft and final.*
- *(Contingency Services, as authorized) Field Survey Base Map, with additional field survey and critical area delineation as approved, draft and final.*

### **TASK 4: CRITICAL AREA RECONNAISSANCE**

- 4.1 Critical Area Mapping: Integrate critical area mapping from available data into the survey base map. CA mapping will be at a high level, without formal delineation (unless otherwise identified in Tasks 4.5 and 4.6) but will be characterized and approximate classifications/ratings for wetland and streams based on the appropriate local code.
- 4.2 Geohazard Mapping: Integrate geohazard mapping, from data based on publicly available information, into base map.
- 4.3 Conduct on-site reconnaissance level investigation to review and adjust the critical areas mapping and collect information for critical areas rating and buffer/setback determinations.
- 4.4 Prepare a brief technical memorandum describing the study methodology and findings of the reconnaissance level investigation.
- 4.5 Conduct ordinary high water mark delineations and measure bank full width and other parameters at up to three (3) proposed stream crossing locations for use to evaluate the type, size, and location of proposed stream crossing structures. Information from additional stream crossings will be evaluated using existing data.
- 4.6 Critical Areas Mapping Contingency: Conduct critical areas (wetland and/or additional ordinary high water mark) delineations to supplement the reconnaissance-level evaluation (Tasks 4.1 and 4.2) or as required to locate and map significant features as authorized by the City. Integrate field delineation with other mapping to provide one document.

*Assumptions:*

- *Preliminary wetland ratings will be based on the critical areas code, and other regulations specific to the jurisdiction that work will occur (Cities of Marysville or Lake Stevens or Snohomish County).*
- *The on-site reconnaissance level investigation includes one (1) day of field work. Notes will be taken on stream and wetland buffer conditions, general habitat conditions, and any incidental fish/wildlife or rare plant observations will be recorded. The scope does not include specific survey for any individual fish, wildlife, or plant species.*
- *The Critical Areas mapping, and classifications/ratings will support concept and preliminary design. Additional work will be required during subsequent design phases to develop information and documentation to support permit preparation and submittals. No permit submittals are included in this task.*
- *Critical Areas contingency work assumes one (1) day of additional field work and will not exceed the amount as shown in this subtask.*

*Deliverables:*

- *Critical Areas mapping integrated with base map*
- *Critical Areas Technical Memorandum, draft and final*
- *(Contingency Services, as authorized) Field Delineation, integrated with Field Survey, to develop an updated and more accurate base map, draft and final*

## **TASK 5 PERMIT STRATEGY**

- 5.1 Permit Strategy: Identify range of federal, state, and local permit requirements that may be required for up to three Conceptual Design Alternatives (Task 9) based on anticipated level of impact. Collaborate with team and agencies for recommended strategy/sequence for pursuit of targeted permits and range of timeline for approval for Preferred Concept (Task 10).
- 5.2 Permit Matrix: Prepare a permit matrix for the selected alternative/phases.

*Assumptions:*

- *The permit matrix will be based on the environmental procedures, critical areas code, and other regulations specific to the jurisdiction that work will occur (Cities of Marysville or Lake Stevens or Snohomish County).*
- *The permit matrix will focus on typically provided owner provided environmental permits or approvals and will not include construction permits or contractor-provided permits.*

*Deliverables:*

- *Permit Matrix, draft and final*

## **TASK 6: GEOTECHNICAL EVALUATION AND REPORTING**

- 6.1 Geotechnical Evaluation and Reporting: Review existing subsurface information for the project study area. Provide consultation on construction of trail, service roads, walls, elevated structure, infiltration, wetland creation sites, and any unique requirements for construction. Summarize observations and recommendations in form of a brief technical memorandum on site conditions as known based on site reconnaissance and available data. No field exploration anticipated with this task.
- 6.2 Test Pits: Supplement existing subsurface exploration and evaluation for the project alignment in selected areas [to be determined] for infiltration evaluation, pavement installation, lighting/signal poles, wall construction, and elevated structure construction. Perform field visits to explore subgrade condition in up to eight (8) locations using backhoe excavated test pits that extend to depths of at least six (6) feet to observe near surface soil condition for depths of wetland soils and potential for infiltration



- 6.3 Geotechnical Recommendations: Based on 30% Plan, provide updated recommendations on construction of trail, service roads, walls, elevated structure, infiltration, wetland creation sites, and any unique requirements for construction. In addition, provide recommendations for future testing in the corridor. Identify scope of explorations needed to provide input to meet requirements for design, as determined based on requirements of the utility purveyors, City and County jurisdictions, and WSDOT. Incorporate this information into the Preliminary Geotechnical Recommendations Technical memo.

*Assumptions:*

- *Permits to access private property will be obtained by others at no additional cost to Consultant.*
- *Test pits can be backfilled without compaction following excavation.*
- *Evaluation for feasibility to use infiltration will be preliminary. No testing to measure infiltration rates will be conducted for this phase of the project.*
- *Test pits can be completed in two working days.*
- *The scope of work is related solely to geotechnical engineering evaluation of site soil and ground water as they relate to geotechnical design for the project improvements. Neither identification nor evaluation of contaminants that may be present in the soil or ground water is included in this scope of work.*
- *HWA will respond to one (1) round of comments on the draft geotechnical evaluation and preliminary technical memo.*

*Deliverables:*

- *Geotechnical Evaluation and Preliminary Recommendations Technical Memo, draft and final.*

## **TASK 7: TRANSPORTATION ANALYSIS AND REPORTING**

- 7.1 Crossing Assessment and Reporting: For Conceptual Design Alternatives and Preferred Concept, research and gather available data on crossings as noted under Assumptions. Research and document traffic conditions for crossings as noted under Assumptions. Provide information on traffic speeds and volumes. Provide sight distance analysis for each crossing location. Provide recommendation for crossing control (which may include signal or other crossing control), channelization, and signage. Provide planning level cost estimate. Summarize observations and recommendations in form of a preliminary traffic study report.

*Assumptions:*

- *Crossings (north to south) – assume all to be at-grade:*
  - *64<sup>th</sup> St NE (SR 528)*
  - *80<sup>th</sup> Ave NE / 50<sup>th</sup> St NE*
  - *49<sup>th</sup> St NE*
  - *44<sup>th</sup> St NE / Line Rd*
  - *40<sup>th</sup> St NE*
  - *35<sup>th</sup> St NE*
  - *Soper Hill Road*
  - *19<sup>th</sup> Pl NE*
  - *10<sup>th</sup> St NE (may have multiple options)*
  - *84<sup>th</sup> Dr NE*
  - *Lundeen Parkway*
  - *Vernon Road*
  - *SR 204*
  - *1<sup>st</sup> St SE*
  - *8<sup>th</sup> St SE*

*Deliverables:*

- *Traffic Analysis, Conceptual Design Alternatives Crossing Control, and Preferred Concept Recommendation information assembled in one Technical Memo, one (1) draft and one (1) final.*
- *Planning level cost estimates provided under separate format.*

**TASK 8: RIGHTS OF ENTRY, REAL ESTATE EVALUATION AND REPORTING**

- 8.1 Rights of Entry (ROE): Seek and obtain rights of entry from the following utility purveyors, owners, or easement holders for the design team and City personnel to access the site over the course of the project (up to twelve (12) ROEs):
- a. Bonneville Power Administration
  - b. Puget Sound Energy
  - c. Seattle City Light
  - d. Snohomish County PUD
  - e. Olympic Pipeline
  - f. Lake Stevens Sewer District
  - g. Private Property Owners
- 8.2 Property Ownership Assessment: Assess ownership throughout the Project Study Area and identify any private property fee simple ownership and easements. Up to twelve (12) properties.
- 8.3 Perform Feasibility and Evaluation: Perform a feasibility evaluation of the Conceptual Design Alternatives with respect property and easement impacts. Identify requirements for acquisition/easement. Up to twelve (12) properties.
- 8.4 Review Title Reports: Review up to six (6) title reports and identify any problematic encumbrances and/or title issues and propose potential solutions; identify recommendation(s).
- 8.5 Property/Easement Costs: Determine cost opinion for acquisitions/easements for twelve (12) properties for the Preferred Concept.

*Assumptions:*

- *The City will obtain the necessary title reports for properties for the project. These include: [unnamed for now].*
- *Cost Opinion for acquisition/easement will be based on assessor average values for property value or a percentage of that for easements.*
- *Additional, or more detailed calculations as may be required for ROW Funding Estimate will be developed at a later date under a supplemental scope and fee.*
- *Scope limited to total hours indicated in fee proposal.*
- *Services as requested.*

*Deliverables:*

- *Rights of Entry for up to twelve (12) properties/owners*
- *Technical memorandum describing ownership/easement conditions throughout the Project Study Area; results of feasibility evaluation related to impacts associated with the Conceptual Design Alternatives; title report review observations and recommendations; and cost opinion for acquisition/easement required for the Preferred Concept; one (1) draft and one (1) final.*

**TASK 9: CONCEPTUAL DESIGN ALTERNATIVES**

- 9.1 Conceptual Trail Alignment Alternatives: Analyze a range of up to three (3) alternatives that accommodate needs and/or design criteria as identified through programming effort, and input from City staff, utility purveyors, public, and other stakeholders. Develop draft

conceptual plans showing alternatives. Work study exhibits will be generated for staff and ultimately public review. Identify variations in: location of access points; service road/trail combined segments; potential impact to critical areas and established vegetation; and significant alternatives to drainage and other utility design strategies. Depict in the graphics requirements for clearance/setback from utility infrastructure; areas with mandatory separated service road/trail segments; other requirements as dictated by utility purveyors.

- 9.2 Planning Level Cost Opinions: Develop planning level (for purposes of overall gross comparison) cost opinions for up to three (3) alternatives.

*Assumptions:*

- *Conceptual plans may be based on information that does not include accurate field measure topographic/planimetric survey or critical area delineation.*

*Deliverables:*

- *Three (3) concept level alternative plans, in graphic form suitable for distribution to the public, one (1) draft and one (1) final*
- *Three (3) planning level estimates for the concept alternatives, one (1) final*

## **TASK 10: PREFERRED CONCEPT AND PHASING**

- 10.1 Preferred Trail Alignment Concept: Develop a preferred plan from input from City staff, utility purveyors, public, and other stakeholders. Provide clarity and definitive recommendations on all aspects of design as described in Task 9.1.
- 10.2 Phasing: Provide description and rationale for a recommended phased development of the project.
- 10.3 Planning Level Cost Opinion: Develop planning level cost opinions for Preferred Concept, identifying each recommended phase of development.

*Deliverables:*

- *One (1) preferred concept plan, in graphic form suitable for distribution to the public, one (1) draft and one (1) final*
- *One (1) planning level estimate for the preferred concept plan, one (1) final*

## **TASK 11: 30% DESIGN**

- 11.1 Trail Alignment Plan and Profile: Develop 30% plan/profile (as base information allows) for trail alignment based on input from the City. Documentation to include conceptual cross sections as necessary with sufficient detail to show the limits of impact to critical areas.
- 11.2 Access Improvement Plan: Develop 30% plan for access improvements. These are areas that may combine service road entry and/or private property shared access entry.
- 11.3 Drainage Plan: Complete preliminary engineering analysis and design of surface water conveyance and stormwater facilities for the trail alignment plan, access improvements, and trailhead. Develop 30% storm drainage plans for stormwater collection, conveyance, and mitigation facilities. Identify fish passage culvert locations and approximate structure size. Conduct downstream analysis as required by local manuals. Develop preliminary drainage memorandum and confirmation of approach as required. Provide cost opinion.
- 11.4 Utility Plan: Coordinate with affected utility companies to address necessary relocations and adjustments. Provide notes to MR that will be incorporated into the Plan/Profile, but no separate utility plans are provided at this phase. Provide cost opinion.
- 11.5 Structural Plan: Develop conceptual plans to identify potential segments for elevated trail and approximate retaining wall locations. Provide cost opinion.

- 11.6 Crossing Plan: Develop conceptual plan and identify standard details for crossing treatment of crossings identified in Task 7. Provide cost opinion.
- 11.7 Electrical Service: Provide cost opinion for electrical service to signals as identified in Crossing Plan.
- 11.8 Planting Plan: Develop 30% plans and conceptual plant schedule for impacted areas of the site. Plan may include reference (hatch pattern only) to environmental mitigation planting if the preferred mitigation area is located within the Project Study Area.
- 11.9 Ground Disturbance Compiled File: Combine work from above tasks in a single base file showing all combined ground disturbing activities (grading, probable utility trenching, stormwater). This file will be used for conceptual mitigation planning cost estimating.
- 11.10 Critical Areas Impact Restoration and Mitigation Memo: Coordinate with the team to identify anticipated critical areas and develop a planning level cost opinion for critical areas mitigation. The planning level cost opinion will be based on areas of potential impact and the generalized per acre cost for the anticipated type of restoration or mitigation by the applicable local agency.
- 11.11 30% Level Cost Opinion: Develop cost opinion for the project in its entirety. See Assumptions below for items not shown on the plans but included in the estimate.
- 11.12 Illustrative Graphics for On-Line Posting: Assemble and format final illustrative graphics and narrative for on-line posting. Documents to be posted to City website by City staff.
- 11.13 Review/approval: Provide complete 30% submittal for City review and comment.

*Assumptions:*

- *30% plans may be based on information that does not include accurate field measure topographic/planimetric survey or critical area delineation. Level of detail with regard to plan/profile is dependent upon base file accuracy.*
- *The Storm Drainage Plan will be prepared to support preliminary design and the development of the 30% cost opinion. Additional separate jurisdictional stormwater of drainage reports may be required during final design support project approvals and permitting.*
- *Information excluded from plan sets but included in 30% cost opinion:*
  - *Demolition plans*
  - *TESC and SWPPP requirements*
  - *Utility plans (however notes will be included in plan/profile)*
  - *Electrical plans*
  - *Wetland, stream, and buffer impact mitigation plan*
  - *Construction Details*

*Deliverables:*

- *Trail Alignment Plan/Profile*
- *Access Improvement Plan*
- *Drainage Plan*
- *Preliminary Storm Drainage Memorandum*
- *Structural Plan*
- *Crossing Plan*
- *Planting Plan*
- *Ground Disturbance Base File (internal work product only)*
- *Compensatory Mitigation Memo*
- *30% Cost Opinion*
- *All plans, memoranda, and estimates one (1) draft, one (1) final*

## TASK 12: PUBLIC OUTREACH SUPPORT

- 12.1 Public Outreach Plan: Develop a public outreach plan that defines exhibits, schedule and sequence for public input. Format will be flexible to accommodate a combination of on-line web exhibits including survey, meetings with property owners or targeted stakeholders, and in-person presentations/workshops for the general public. Public outreach plan anticipates the following sequence of outreach events:
- 12.2 Prepare Draft Exhibits for Internal and City Review: Opinion survey for two (2) meetings; Survey summary results; Graphics of Conceptual Design Alternatives; Graphics of Preferred Concept.
- 12.3 Property Owners/Targeted Stakeholder Meetings: Present Program Assessment and Opportunities/Constraints graphic (Task 2) and Concept Design Alternatives (Task 9) and Preferred Concept (Task 10) to this group. These are individuals who rely on the corridor for access to private residences/business properties. These meetings are intended to seek input prior to moving forward with Public Outreach Meetings.
- 12.4 Public Outreach Meetings: Assemble prepared material as described in Task 12.3 and present material in Public Outreach Meetings #1 and #2.
- 12.5 On-Line Distribution: Prepare opinion survey (Survey Monkey) with delivery of Program Assessment and Opportunities/Constraints graphic (Task 2) and Concept Design Alternatives (Task 9). Generate summary results of survey for on-line distribution. Prepare Preferred Concept (Task 10) issue in a format the County may upload, however no opinion survey to go out with this version.
- 12.6 Public Outreach Summary: Prepare Summary of process, input, and survey results in a technical memorandum format.

### *Assumptions*

- *Meetings will be virtual, with an allowance for in person as CDC protocol allows, and will include in this order:*
  - *Targeted Stakeholder meeting #1*
  - *Targeted Stakeholder meeting #2*
  - *Public meeting #1*
  - *Targeted Stakeholder meeting #3*
  - *Public meeting #2*
- *City will develop its own advance notice flyers or postcard notices for upcoming meetings and distribute/mail them out.*
- *City will host its own website/webpage, and post imagery, text, and survey provided by Consultant.*
- *Coordination with property owners/stakeholders will be to the limits noted in the fee proposal.*

### *Deliverables:*

- *Public Outreach Plan (narrative description of process with timeline)*
- *Exhibits for Distribution: (2) draft and (2) final opinion surveys; (1) final opinion survey summary*
- *Public Outreach Summary*
- *Graphics for Program Assessment and Opportunities/Constraints, Conceptual Design Alternatives, and Preferred Concept issue as described in other Tasks*
- *Meeting notes*

### **TASK 13: GRANT APPLICATION SUPPORT**

- 13.1 Preparatory Meetings: Prepare materials and meet with grant Project Manager to discuss project and deliverables. Prepare for and attend up to two (2) meetings.
- 13.2 Initial Letter and Application: Prepare letter of intent and draft application for review and submittal by City. Finalize initial application based on input from City.
- 13.3 PowerPoint Presentation: Prepare initial, intermediate, and final PowerPoint slide show for City presentation. Assist with narrative for City's presentation.

#### *Assumptions:*

- *Scope limited to total hours indicated in fee proposal.*
- *Services as requested.*

#### *Deliverables:*

- *Deliverables as requested.*

### **TASK 14 CULTURAL RESOURCES DESKTOP REVIEW**

- 14.1 Desktop Review: Review known cultural resources (archaeological and aboveground built environment) concerns for the Study Area through readily available resources including the Department of Archaeology and Historic Preservation's online database (WISAARD), ethnographic records, historic maps, assessor records, available geotechnical reports.
- 14.2 Desktop Review Memo: Prepare a desktop review memo for the Study Area outlining the results of the background research and recommending level of effort for complying with Executive Order 21-02. The memo will include maps calling out any cultural resources concerns within the Study Area.
- 14.3 Team Coordination: Attend up to four meetings with team and coordinate on alternatives analysis relative to cultural resources.

#### *Assumptions:*

- *The desktop review will be focused on the full Study Area and will evaluate any significant differences in potential impacts to cultural resources between proposed alternatives.*
- *The Area of Potential Effects will not be defined until after 30% design.*
- *No fieldwork will be conducted.*
- *Meetings will be conducted virtually.*
- *No outreach to Tribes will be conducted until after 30% design.*

#### *Deliverables:*

- *Desktop Review Memo, draft and final*





Exhibit 1 a  
64th St NE to 44th St NE





Exhibit 1 b  
44th St NE to Soper Hill Road



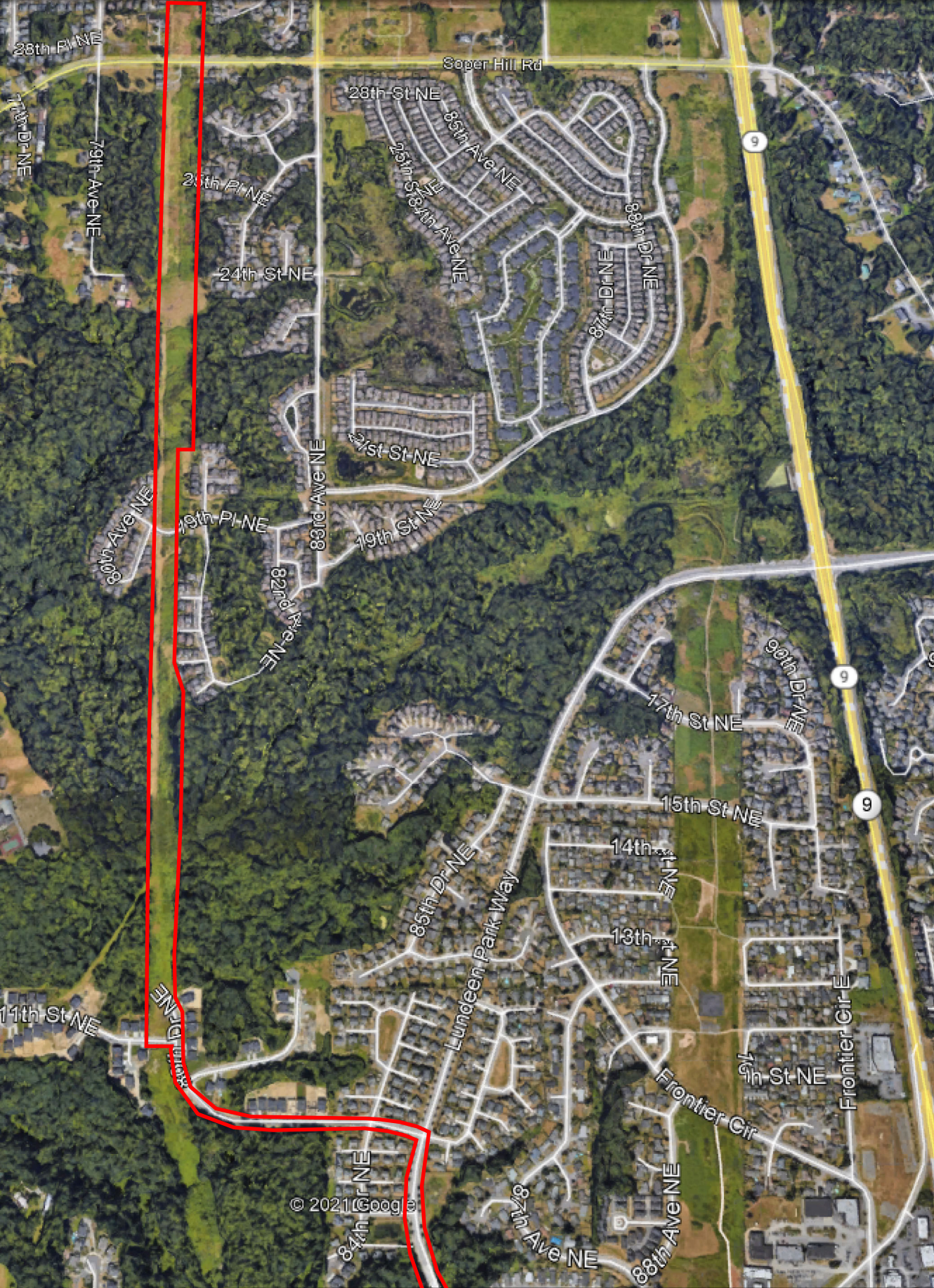


Exhibit 1 c  
Soper Hill Road to Lundeen Parkway







# Exhibit 2 - Draft Schedule

October 2021

TASK	2021			2022												2023							
	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	
<b>PRELIMINARY DESIGN</b>																							
1	Project Management																						
2	Data Collection and Programming																						
3	Base Map and Allow for Field Survey																						
4	Critical Area Reconnaissance																						
5	Permit Strategy																						
6	Geotechnical Evaluation and Reporting																						
7	Transportation Analysis and Reporting																						
8	ROE's, Real Estate Evaluation and Reporting																						
9	Conceptual Design Alternatives																						
10	Preferred Concept and Phasing																						
11	30% Schematic Design																						
12	Public Outreach Support																						
13	RCO Grant Application Support																						
14	Cultural Resource Survey																						

- TASK
- REVIEW PERIOD
- STAKEHOLDER MEETINGS
- PUBLIC MEETINGS

**EXHIBIT A-2**  
**Marysville – Lake Stevens Trail Connector**  
 Fee Summary  
 October 2021

Task/Team	MacLeod Reckord	Parametrix	HWA	Transpo	RES Group	WCRA	Subtotal
	trail design	environmental / civil / survey	geotechnical	traffic	R/W services	cultural resource	
<b>PART I - PRELIMINARY DESIGN SERVICES</b>							
1.0 PROJECT MANAGEMENT	21,139.64	11,977.43	4,176.91	5,878.57	784.00		43,956.56
2.0 DATA COLLECTION AND PROGRAMMING	15,819.93	-	-	-	-		15,819.93
3.0 BASE MAP AND ALLOWANCE FOR FIELD SURVEY	1,749.03	22,672.20	-	-	-		24,421.23
4.0 CRITICAL AREA RECONNAISSANCE	3,449.64	30,872.38	-	-	-		34,322.02
5.0 PERMIT STRATEGY	1,482.74	4,835.32	-	-	-		6,318.06
6.0 GEOTECHNICAL EVALUATION AND REPORTING	3,147.04	-	40,061.34	-	-		43,208.38
7.0 TRANSPORTATION ANALYSIS AND REPORTING	4,212.19	-	-	18,362.16	-		22,574.35
8.0 RIGHTS OF ENTRY, REAL ESTATE EVALUATION, AND REPORTING	4,036.68	-	-	-	18,816.04		22,852.72
9.0 CONCEPTUAL DESIGN ALTERNATIVES	27,367.14	13,447.99	-	-	-		40,815.13
10.0 PREFERRED CONCEPT AND PHASING	14,827.40	-	-	-	-		14,827.40
11.0 30% SCHEMATIC DESIGN	80,358.46	58,319.49	-	24,712.01	-		163,389.95
12.0 PUBLIC OUTREACH SUPPORT	21,569.33	-	-	-	-		21,569.33
13.0 GRANT APPLICATION SUPPORT	10,808.87	-	-	-	-		10,808.87
14.0 CULTURAL RESOURCE SURVEY	1,331.44					8,851.12	10,182.56
Subtotal	211,299.53	142,124.81	44,238.26	48,952.73	19,600.04	8,851.12	475,066.50
Direct Expenses	2,300.00	1,449.00	8,994.69	7,650.00			20,393.69
<b>Total</b>	<b>213,599.53</b>	<b>143,573.81</b>	<b>53,232.95</b>	<b>56,602.73</b>	<b>19,600.04</b>	<b>8,851.12</b>	<b>\$ 495,460.19</b>

City of Marysville  
**Marysville – Lake Stevens Trail Connector**  
**MacLeod Reckord**  
 October 2021

		Personnel and Salary Cost						
		Principal	Associate	LA 3	Land Des	CAD	Admin	SUBTOTAL
		\$151.30	\$121.04	\$105.91	\$90.78	\$87.75	\$96.83	Fully Burdened Rate
Task	SCOPE OF WORK	\$50.00	\$40.00	\$35.00	\$30.00	\$29.00	\$32.00	Hourly Rate
<b>PART I - PRELIMINARY DESIGN SERVICES</b>								
<b>1.0</b>	<b>PROJECT MANAGEMENT</b>							
1.1	Coordination and Review	24	16					\$ 5,567.84
1.2	Coordination Meetings	30	14					\$ 6,233.56
1.3	Document Management		6			14		\$ 1,954.80
1.4	Project Schedule	4	4				1	\$ 1,186.19
1.5	Subconsultant Management	2	8					\$ 1,270.92
1.6	Quality Assurance / Quality Control	16	8			4		\$ 3,740.14
1.7	Invoicing	4					6	\$ 1,186.19
	Subtotal:	80	56	0	0	18	7	\$ 21,139.64
<b>2.0</b>	<b>DATA COLLECTION AND PROGRAMMING</b>							
2.1	Data Research and Assembly	8	16		4	4		\$ 3,861.18
2.2	Site Reconnaissance and Base Map Verification	16	24	24		4		\$ 8,218.62
2.3	Program Assessment and Opportunities / Constraints	4	16	8		4		\$ 3,740.14
	Subtotal:	28	56	32	4	12	0	\$ 15,819.93
<b>3.0</b>	<b>BASE MAP AND ALLOWANCE FOR FIELD SURVEY</b>							
3.1	Base Map Development	2	4			2		\$ 962.27
3.2	Field Survey Contingency	2	4					\$ 786.76
	Subtotal:	4	8	0	0	2	0	\$ 1,749.03
<b>4.0</b>	<b>CRITICAL AREA RECONNAISSANCE</b>							
4.1	Critical Area Mapping	2	4					\$ 786.76
4.2	Geohazard Mapping	2	2					\$ 544.68
4.3	On-Site Reconnaissance-Level Investigation	1	2					\$ 393.38
4.4	Technical Memorandum	2	2					\$ 544.68
4.5	Type, Size, and Location Evaluation (OHW, bank measurement, etc.)	1	2					\$ 393.38
4.6	Critical Areas Mapping Contingency	2	4					\$ 786.76
	Subtotal:	10	16	0	0	0	0	\$ 3,449.64
<b>5.0</b>	<b>PERMIT STRATEGY</b>							
5.1	Permit Strategy	4	4					\$ 1,089.36
5.2	Permit Matrix	1	2					\$ 393.38
	Subtotal:	5	6	0	0	0	0	\$ 1,482.74
<b>6.0</b>	<b>GEOTECHNICAL EVALUATION AND REPORTING</b>							
6.1	Geotechnical Evaluation and Reporting	2	4					\$ 786.76
6.2	Test Pits	2	4					\$ 786.76
6.3	Geotechnical Recommendations	4	8					\$ 1,573.52
	Subtotal:	8	16	0	0	0	0	\$ 3,147.04
<b>7.0</b>	<b>TRANSPORTATION ANALYSIS AND REPORTING</b>							
7.1	Crossing Assessment and Reporting	4	24			8		\$ 4,212.19
	Subtotal:	4	24	0	0	8	0	\$ 4,212.19
<b>8.0</b>	<b>RIGHTS OF ENTRY, REAL ESTATE EVALUATION, AND REPORTING</b>							
8.1	Rights of Entry	4	4				2	\$ 1,283.02
8.2	Property Ownership Assessment	1	2					\$ 393.38
8.3	Perform Feasibility and Evaluation	4	8					\$ 1,573.52
8.4	Review Title Reports	1	2					\$ 393.38
8.5	Property / Easement Costs	1	2					\$ 393.38
	Subtotal:	11	18	0	0	0	2	\$ 4,036.68
<b>9.0</b>	<b>CONCEPTUAL DESIGN ALTERNATIVES</b>							
9.1	Conceptual Trail Alignment Alternatives	24	72	48		48		\$ 21,641.95
9.2	Planning Level Cost Opinions	6	24	8	4	8		\$ 5,725.19
	Subtotal:	30	96	56	4	56	0	\$ 27,367.14
<b>10.0</b>	<b>PREFERRED CONCEPT AND PHASING</b>							
10.1	Preferred Trail Alignment Concept	12	32	24		24		\$ 10,336.82
10.2	Phasing	4	4					\$ 1,089.36
10.3	Planning Level Cost Opinion	4	12	6	2	6		\$ 3,401.22
	Subtotal:	20	48	30	2	30	0	\$ 14,827.40

City of Marysville  
**Marysville – Lake Stevens Trail Connector**  
**MacLeod Reckord**  
 October 2021

		Personnel and Salary Cost						
		Principal	Associate	LA 3	Land Des	CAD	Admin	SUBTOTAL
		\$151.30	\$121.04	\$105.91	\$90.78	\$87.75	\$96.83	Fully Burdened Rate
Task	SCOPE OF WORK	\$50.00	\$40.00	\$35.00	\$30.00	\$29.00	\$32.00	Hourly Rate
<b>11.0</b>	<b>30% SCHEMATIC DESIGN</b>							
11.1	Trail Alignment Plan and Profile	70	140	70		140		\$ 47,235.86
11.2	Access Improvement Plan	20	40	20		40		\$ 13,495.96
11.3	Drainage Plan	2	4			2		\$ 962.27
11.4	Utility Plan, Details, and Notes	2	4			4		\$ 1,137.78
11.5	Structural Plan, Details, Notes, and Schedules (Walls)	2	8			4		\$ 1,621.94
11.6	Crossing Plan	2	8			4		\$ 1,621.94
11.7	Electrical Service	1	1					\$ 272.34
11.8	Planting Plan	2	4	4		16		\$ 2,614.46
11.9	Ground Disturbance Compiled File	1	4			8		\$ 1,337.49
11.10	Critical Areas Impact Restoration and Mitigation Memo	4	4					\$ 1,089.36
11.11	30% Level Cost Opinion	4	16	8	4	8		\$ 4,454.27
11.12	Illustrative Graphics for Online Posting	4	8	16		8		\$ 3,970.11
11.13	Review / Approval	2	2					\$ 544.68
	Subtotal:	<b>116</b>	<b>243</b>	<b>118</b>	<b>4</b>	<b>234</b>	<b>0</b>	<b>\$ 80,358.46</b>
<b>12.0</b>	<b>PUBLIC OUTREACH SUPPORT</b>							
12.1	Public Outreach Plan	2	4					\$ 786.76
12.2	Prepare Draft Exhibits for Internal and City Review	4	24	12		6		\$ 5,307.60
12.3	Property Owners / Targeted Stakeholder Meetings	8	16	8				\$ 3,994.32
12.4	Public Outreach Meetings	8	16	8				\$ 3,994.32
12.5	Online Distribution	8	24	12		6		\$ 5,912.80
12.6	Public Outreach Summary	4	8					\$ 1,573.52
	Subtotal:	<b>34</b>	<b>92</b>	<b>40</b>	<b>0</b>	<b>12</b>	<b>0</b>	<b>\$ 21,569.33</b>
<b>13.0</b>	<b>GRANT APPLICATION SUPPORT</b>							
13.1	Preparatory Meetings	8	8					\$ 2,178.72
13.2	Initial Letter and Application	2	4					\$ 786.76
13.3	PowerPoint Presentation	4	40	16		8		\$ 7,843.39
	Subtotal:	<b>14</b>	<b>52</b>	<b>16</b>	<b>0</b>	<b>8</b>	<b>0</b>	<b>\$ 10,808.87</b>
<b>14.0</b>	<b>CULTURAL RESOURCE SURVEY</b>							
14.1	Desktop Review	1	1					\$ 272.34
14.2	Desktop Review Memo	1	1					\$ 272.34
14.3	Team Coordination	2	4					\$ 786.76
	Subtotal:	<b>4</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$ 1,331.44</b>
	<b>Total</b>	<b>368</b>	<b>737</b>	<b>292</b>	<b>14</b>	<b>380</b>	<b>9</b>	
		<b>SUBTOTAL:</b>						<b>\$ 211,299.53</b>
<b>Reimbursables</b>	(mileage, courier, copies)							\$ 2,300.00
		<b>TOTAL:</b>						<b>\$ 213,599.53</b>

Prepared by:  
 Date:



City of Marysville  
**Marysville – Lake Stevens Trail Connector**  
 PARAMETRIX  
 October 2021

	Personnel and Salary Cost																				SUBTOTAL		
	Environmental Team						Civil Team						Survey						Admin				
	Benn Burke	Steve Krueger	Josh Wozniak	Adam Merrill	Amanda Weiss	Alyssa Worsham	Jenna Anderson	Yammie Ho	Spencer Ogden	Nicole Nagao	Paul Fendt	Butch Purganan	Luke Miller	Steven Sharpe	Griffin Harger	Theo McJunkin	Ty Walcker	James Martin	Alan Desplanches	Shanon Harris	Lori Gilbertson		
Task	\$252.89	\$176.13	\$207.00	\$161.17	\$91.50	\$118.28	\$197.60	\$200.44	\$137.39	\$128.50	\$272.67	\$156.93	\$181.29	\$127.62	\$132.02	\$113.27	\$71.75	\$110.40	\$87.07	\$124.41	\$130.21	Fully Burdened Rate	
Task	\$82.83	\$57.69	\$67.80	\$52.79	\$29.97	\$38.74	\$64.72	\$65.65	\$45.00	\$42.09	\$89.31	\$51.40	\$59.38	\$41.80	\$43.24	\$37.10	\$23.50	\$36.16	\$28.52	\$40.75	\$42.65	Hourly Rate	
<b>PART I - PRELIMINARY DESIGN SERVICES</b>																							
<b>1.0 PROJECT MANAGEMENT</b>																							
1.2	8						12															\$ 4,394.27	
1.7	12																				24	12	\$ 7,583.17
	Subtotal:	20	0	0	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	0	24	12	\$ 11,977.43
<b>2.0 DATA COLLECTION AND PROGRAMMING</b>																							
	Subtotal:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
<b>3.0 BASE MAP AND ALLOWANCE FOR FIELD SURVEY</b>																							
3.1												24	8	60									\$ 12,873.82
3.2												4	24		30				30				\$ 9,798.37
	Subtotal:	0	0	0	0	0	0	0	0	0	0	24	12	84	0	30	0	0	30	0	0	0	\$ 22,672.20
<b>4.0 CRITICAL AREA RECONNAISSANCE</b>																							
4.1	4					2								4									\$ 1,758.59
4.2						2								4									\$ 747.03
4.3		10			12																		\$ 2,859.35
4.4	0.5	2			8																		\$ 1,210.72
4.5		12			12							4	30		70				20				\$ 17,435.77
4.6		16		16	16																		\$ 6,860.93
	Subtotal:	4.5	40	0	16	48	4	0	0	0	0	4	38	0	70	0	0	0	20	0	0	0	\$ 30,872.38
<b>5.0 PERMIT STRATEGY</b>																							
5.1	8		2			4																	\$ 2,910.21
5.2	2					12																	\$ 1,925.10
	Subtotal:	10	0	2	0	16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ 4,835.32
<b>6.0 GEOTECHNICAL EVALUATION AND REPORTING</b>																							
	Subtotal:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
<b>7.0 TRANSPORTATION ANALYSIS AND REPORTING</b>																							
	Subtotal:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
<b>8.0 RIGHTS OF ENTRY, REAL ESTATE EVALUATION, AND REPORTING</b>																							
	Subtotal:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
<b>9.0 CONCEPTUAL DESIGN ALTERNATIVES</b>																							
9.1	8					8	8	12	8														\$ 7,884.08
9.2	4					4	8	8	4	2													\$ 5,563.91
	Subtotal:	12	0	0	0	12	16	20	12	2	0	0	0	0	0	0	0	0	0	0	0	0	\$ 13,447.99
<b>10.0 PREFERRED CONCEPT AND PHASING</b>																							
	Subtotal:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
<b>11.0 30% SCHEMATIC DESIGN</b>																							
11.1						8	8	24				8											\$ 7,737.04
11.2																							\$ -
11.3						4	8		80	8	12												\$ 16,738.80
11.4						40	4	24			8												\$ 13,258.39
11.5						8	8	8															\$ 4,283.38
11.6																							\$ -
11.7						6	2	8															\$ 2,685.57
11.8																							\$ -
11.9						8	4	16	4		8												\$ 6,350.20
11.10	4	2	2		12																		\$ 2,875.84
11.11	2					2	8	8	4	1													\$ 4,390.27
11.12																							\$ -
11.13																							\$ -
	Subtotal:	6	2	2	0	12	0	76	42	88	88	9	36	0	0	0	0	0	0	0	0	0	\$ 58,319.49
<b>12.0 PUBLIC OUTREACH SUPPORT</b>																							
	Subtotal:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
<b>13.0 GRANT APPLICATION SUPPORT</b>																							
	Subtotal:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
	<b>Total</b>	<b>53</b>	<b>42</b>	<b>4</b>	<b>16</b>	<b>60</b>	<b>20</b>	<b>100</b>	<b>58</b>	<b>108</b>	<b>100</b>	<b>11</b>	<b>60</b>	<b>16</b>	<b>122</b>	<b>0</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>50</b>	<b>24</b>	<b>12</b>	<b>\$ 142,124.81</b>
Reimbursables	(mileage, courier, copies)																				\$ 1,449.00		
																						<b>TOTAL:</b>	<b>\$ 143,573.81</b>

Prepared by: Benn Burke  
 Date: October 7, 2021

Subconsultant Fee Determination

City of Marysville

**Marysville – Lake Stevens Trail Connector**

HWA GeoSciences

October 2021

		Personnel and Salary Cost							
		Principal IX	Geotech Engr VII	Geotech Engr IV	Geologist VI	Geotech Engr II	Controller/Admin	CAD	SUBTOTAL
		286.37	229.00	151.14	134.50	112.97	119.08	116.03	Fully Burdened Rates
Task	SCOPE OF WORK	\$93.79	\$75.00	\$49.50	\$44.05	\$37.00	\$39.00	\$38.00	Hourly Rates
<b>PART I - PRELIMINARY DESIGN SERVICES</b>									
<b>1.0</b>	<b>PROJECT MANAGEMENT</b>								
1.2	Coordination Meetings								\$ -
1.7	Invoicing		12				12		\$ 4,176.91
	Subtotal:	0	12	0	0	0	12	0	\$ 4,176.91
<b>2.0</b>	<b>DATA COLLECTION AND PROGRAMMING</b>								
	Subtotal:	0	0	0	0	0	0	0	\$ -
<b>3.0</b>	<b>BASE MAP AND ALLOWANCE FOR FIELD SURVEY</b>								
	Subtotal:	0	0	0	0	0	0	0	\$ -
<b>4.0</b>	<b>CRITICAL AREA RECONNAISSANCE</b>								
	Subtotal:	0	0	0	0	0	0	0	\$ -
<b>5.0</b>	<b>PERMIT STRATEGY</b>								
	Subtotal:	0	0	0	0	0	0	0	\$ -
<b>6.0</b>	<b>GEOTECHNICAL EVALUATION AND REPORTING</b>								
6.1	Geotechnical Evaluation and Reporting	1	26	42		14		2	\$ 14,401.77
6.2	Test Pits		2	12	46			2	\$ 8,690.61
6.3	Geotechnical Recommendations	2	24	48	0	24	2	6	\$ 16,968.96
	Subtotal:	3	52	102	46	38	2	10	\$ 40,061.34
<b>7.0</b>	<b>TRANSPORTATION ANALYSIS AND REPORTING</b>								
	Subtotal:	0	0	0	0	0	0	0	\$ -
<b>8.0</b>	<b>RIGHTS OF ENTRY, REAL ESTATE EVALUATION, AND REPORTING</b>								
	Subtotal:	0	0	0	0	0	0	0	\$ -
<b>9.0</b>	<b>CONCEPTUAL DESIGN ALTERNATIVES</b>								
	Subtotal:	0	0	0	0	0	0	0	\$ -
<b>10.0</b>	<b>PREFERRED CONCEPT AND PHASING</b>								
	Subtotal:	0	0	0	0	0	0	0	\$ -
<b>11.0</b>	<b>30% SCHEMATIC DESIGN</b>								
	Subtotal:	0	0	0	0	0	0	0	\$ -
<b>12.0</b>	<b>PUBLIC OUTREACH SUPPORT</b>								
	Subtotal:	0	0	0	0	0	0	0	\$ -
<b>13.0</b>	<b>GRANT APPLICATION SUPPORT</b>								
	Subtotal:	0	0	0	0	0	0	0	\$ -
	<b>Total</b>	<b>3</b>	<b>64</b>	<b>102</b>	<b>46</b>	<b>38</b>	<b>14</b>	<b>10</b>	
		<b>TOTAL DIRECT SALARY COST:</b>							<b>\$ 44,238.26</b>
<b>Reimbursables</b>	(mileage, courier, copies)								\$ 8,994.69
		<b>TOTAL:</b>							<b>\$ 53,232.95</b>

Prepared by: JoLyn Gillie

Date: 10/6/2021

Subconsultant Fee Determination

City of Marysville

**Marysville to Lake Stevens Trail Connection**

Transpo Group USA, Inc.

Rev. 10/18/2021

		Personnel and Direct Salary Cost				
		Principal	Project Manager	Project Engineer	Admin	SUBTOTAL
		\$252.03	\$153.83	\$117.83	\$93.62	Fully Burdened Rate
Task	SCOPE OF WORK	\$92.55	\$56.49	\$43.27	\$34.38	Hourly Rate
<b>PART I - PRELIMINARY DESIGN SERVICES</b>						
<b>1.0</b>	<b>PROJECT MANAGEMENT</b>					
1.2	Coordination Meetings		16	8		\$ 3,404.00
1.7	Invoicing - <i>assume 20-month schedule</i>		10		10	\$ 2,474.57
	Subtotal:	0	26	8	10	\$ 5,878.57
<b>2.0</b>	<b>DATA COLLECTION AND PROGRAMMING</b>					
	Subtotal:	0	0	0	0	\$ -
<b>3.0</b>	<b>BASE MAP AND ALLOWANCE FOR FIELD SURVEY</b>					
	Subtotal:	0	0	0	0	\$ -
<b>4.0</b>	<b>CRITICAL AREA RECONNAISSANCE</b>					
	Subtotal:	0	0	0	0	\$ -
<b>5.0</b>	<b>PERMIT STRATEGY</b>					
	Subtotal:	0	0	0	0	\$ -
<b>6.0</b>	<b>GEOTECHNICAL EVALUATION AND REPORTING</b>					
	Subtotal:	0	0	0	0	\$ -
<b>7.0</b>	<b>TRANSPORTATION ANALYSIS AND REPORTING</b>					
7.1	Crossing Assessment for Conceptual Design Alternatives	6	36	96		\$ 18,362.16
	<i>assume 15 crossing locations, provide memo and costs (no design drawings)</i>					\$ -
	Subtotal:	6	36	96	0	\$ 18,362.16
<b>8.0</b>	<b>RIGHTS OF ENTRY, REAL ESTATE EVALUATION, AND REPORTING</b>					
	Subtotal:	0	0	0	0	\$ -
<b>9.0</b>	<b>CONCEPTUAL DESIGN ALTERNATIVES</b>					
	Subtotal:	0	0	0	0	\$ -
<b>10.0</b>	<b>PREFERRED CONCEPT AND PHASING</b>					
	Subtotal:	0	0	0	0	\$ -
<b>11.0</b>	<b>30% SCHEMATIC DESIGN</b>					
11.1	Trail Alignment Plan and Profile					\$ -
11.2	Access Improvement Plan					\$ -
11.3	Drainage Plan					\$ -
11.4	Utility Plan, Details, and Notes					\$ -
11.5	Structural Plan, Details, Notes, and Schedules (Walls)					\$ -
11.6	Crossing Plan - <i>assume design for 15 crossings, coordination for 3 additional crossings south of 8th St</i>	1	36	132		\$ 21,343.98
11.7	Electrical Service					\$ -
11.8	Planting Plan					\$ -
11.9	Ground Disturbance Compiled File					\$ -
11.10	Critical Areas Impact Restoration and Mitigation Memo					\$ -
11.11	30% Level Cost Opinion - <i>assume 15 crossings</i>	1	8	16		\$ 3,368.03
11.12	Illustrative Graphics for Online Posting					\$ -
11.13	Review / Approval					\$ -
	Subtotal:	2	44	148	0	\$ 24,712.01
<b>12.0</b>	<b>PUBLIC OUTREACH SUPPORT</b>					
	Subtotal:	0	0	0	0	\$ -
<b>13.0</b>	<b>GRANT APPLICATION SUPPORT</b>					
	Subtotal:	0	0	0	0	\$ -
	<b>Total</b>	<b>8</b>	<b>106</b>	<b>252</b>	<b>10</b>	
						<b>SUBTOTAL \$ 48,952.73</b>
<b>Reimbursables</b>	(mileage, courier, copies)					\$ 7,650.00
						<b>TOTAL \$ 56,602.73</b>

Prepared by: Jennifer Palmer, Transpo Group

Date: 10/18/2021

Subconsultant Fee Determination

City of Marysville  
**Marysville – Lake Stevens Trail Connector**  
**RES Group Northwest**  
 October 2021

		Personnel and Salary Cost	
		ROW LEAD	SUBTOTAL
		130.67	Fully Burdened Rate
Task	SCOPE OF WORK	\$69.50	Hourly Rate
<b>PART I - PRELIMINARY DESIGN SERVICES</b>			
<b>1.0</b>	<b>PROJECT MANAGEMENT</b>		
1.2	Coordination Meetings		\$ -
1.7	Invoicing	6	\$ 784.00
	Subtotal:	6	\$ 784.00
<b>2.0</b>	<b>DATA COLLECTION AND PROGRAMMING</b>		
	Subtotal:	0	\$ -
<b>3.0</b>	<b>BASE MAP AND ALLOWANCE FOR FIELD SURVEY</b>		
	Subtotal:	0	\$ -
<b>4.0</b>	<b>CRITICAL AREA RECONNAISSANCE</b>		
	Subtotal:	0	\$ -
<b>5.0</b>	<b>PERMIT STRATEGY</b>		
	Subtotal:	0	\$ -
<b>6.0</b>	<b>GEOTECHNICAL EVALUATION AND REPORTING</b>		
	Subtotal:	0	\$ -
<b>7.0</b>	<b>TRANSPORTATION ANALYSIS AND REPORTING</b>		
	Subtotal:	0	\$ -
<b>8.0</b>	<b>RIGHTS OF ENTRY, REAL ESTATE EVALUATION, AND REPORTING</b>		
8.1	Rights of Entry	60	\$ 7,840.02
8.2	Property Ownership Assessment	24	\$ 3,136.01
8.3	Perform Feasibility and Evaluation	24	\$ 3,136.01
8.4	Review Title Reports	12	\$ 1,568.00
8.5	Property / Easement Costs	24	\$ 3,136.01
	Subtotal:	144	\$ 18,816.04
<b>9.0</b>	<b>CONCEPTUAL DESIGN ALTERNATIVES</b>		
	Subtotal:	0	\$ -
<b>10.0</b>	<b>PREFERRED CONCEPT AND PHASING</b>		
	Subtotal:	0	\$ -
<b>11.0</b>	<b>30% SCHEMATIC DESIGN</b>		
	Subtotal:	0	\$ -
<b>12.0</b>	<b>PUBLIC OUTREACH SUPPORT</b>		
	Subtotal:	0	\$ -
<b>13.0</b>	<b>GRANT APPLICATION SUPPORT</b>		
	Subtotal:	0	\$ -
	<b>Total</b>	<b>150</b>	
		<b>SUBTOTAL</b>	<b>\$ 19,600.04</b>
<b>Reimbursables</b>	(mileage, courier, copies)		
		<b>TOTAL:</b>	<b>\$ 19,600.04</b>

Prepared by: Kristina Guzman  
 Date: 10/6/2021

Subconsultant Fee Determination

City of Marysville  
**Marysville – Lake Stevens Trail Connector**  
 Willamette CRA  
 October 2021

		Personnel and Salary Cost				
		CR Lead	Architectural Historian	Archaeologist	GIS	SUBTOTAL
		\$159.38	\$119.54	\$90.32	\$92.97	Fully Burdened Rate
Task	SCOPE OF WORK	\$60.00	\$45.00	\$34.00	\$35.00	Hourly Rate
<b>PART I - PRELIMINARY DESIGN SERVICES</b>						
<b>1.0</b>	<b>PROJECT MANAGEMENT</b>					
	Subtotal:	0	0	0	0	\$ -
<b>2.0</b>	<b>DATA COLLECTION AND PROGRAMMING</b>					
	Subtotal:	0	0	0	0	\$ -
<b>3.0</b>	<b>BASE MAP AND ALLOWANCE FOR FIELD SURVEY</b>					
	Subtotal:	0	0	0	0	\$ -
<b>4.0</b>	<b>CRITICAL AREA RECONNAISSANCE</b>					
	Subtotal:	0	0	0	0	\$ -
<b>5.0</b>	<b>PERMIT STRATEGY</b>					
	Subtotal:	0	0	0	0	\$ -
<b>6.0</b>	<b>GEOTECHNICAL EVALUATION AND REPORTING</b>					
	Subtotal:	0	0	0	0	\$ -
<b>7.0</b>	<b>TRANSPORTATION ANALYSIS AND REPORTING</b>					
	Subtotal:	0	0	0	0	\$ -
<b>8.0</b>	<b>RIGHTS OF ENTRY, REAL ESTATE EVALUATION, AND REPORTING</b>					
	Subtotal:	0	0	0	0	\$ -
<b>9.0</b>	<b>CONCEPTUAL DESIGN ALTERNATIVES</b>					
	Subtotal:	0	0	0	0	\$ -
<b>10.0</b>	<b>PREFERRED CONCEPT AND PHASING</b>					
	Subtotal:	0	0	0	0	\$ -
<b>11.0</b>	<b>30% SCHEMATIC DESIGN</b>					
	Subtotal:	0	0	0	0	\$ -
<b>12.0</b>	<b>PUBLIC OUTREACH SUPPORT</b>					
	Subtotal:	0	0	0	0	\$ -
<b>13.0</b>	<b>GRANT APPLICATION SUPPORT</b>					
	Subtotal:	0	0	0	0	\$ -
<b>14.0</b>	<b>CULTURAL RESOURCE SURVEY</b>					
14.1	Desktop Review	2	12	12		\$ 2,837.04
14.2	Desktop Review Memo	4	16	16	8	\$ 4,739.02
14.3	Team Coordination	8				\$ 1,275.07
14.4						\$ -
14.5						\$ -
	Subtotal:	14	28	28	8	\$ 8,851.12
<b>Total</b>		<b>14</b>	<b>28</b>	<b>28</b>	<b>8</b>	
					<b>SUBTOTAL</b>	<b>\$ 8,851.12</b>
<b>Reimbursables</b>		(mileage, courier, copies)				
					<b>TOTAL</b>	<b>\$ 8,851.12</b>

Prepared by: Paula Johnson, WillametteCRA  
 Date: 10/7/2021

## **EXHIBIT B**

### **Subcontractors/Subconsultants**

**Below is a list of approved subcontractors/subconsultants. If left blank, there are no approved subcontractors or subconsultants.**

**Parametrix**

**Transpo Group**

**RES Group NW**

**HWA GeoSciences**

**Willamette CRA**