

PROFESSIONAL SERVICES AGREEMENT

**between the City of Covington and
Herrera Environmental Consultants, Inc.**

This Professional Services Agreement (“Agreement”) is made between the City of Covington (“City”), a Washington municipal corporation, and Herrera Environmental Consultants, Inc. (“Contractor”), a corporation, also individually referred to as a “Party” and together as the “Parties.” The Parties agree as follows:

I. DESCRIPTION OF SERVICES.

Contractor shall perform the following services for the City: professional services related to the planning, design, and development of Jenkins Creek Trail as more specifically described in Exhibit A (the “Services”), which is attached hereto and incorporated by this reference.

- A. Contractor represents that the Services furnished under this Agreement will be performed in accordance with generally accepted professional practices within the Puget Sound region in effect at the time those services are performed. The Contractor warrants that it has the requisite training, skill, and experience necessary to provide the Services and is appropriately accredited and licensed by all applicable agencies and governmental entities. Services shall begin immediately upon the effective date of this Agreement.
- B. The Services shall be subject, at all times, to inspection by and approval of the City, but the making (or failure or delay in making) such inspection or approval shall not relieve Contractor of responsibility for performance of the Services in accordance with this Agreement, notwithstanding the City’s knowledge of defective or non-complying performance, its substantiality, or the ease of its discovery.

II. TERM OF AGREEMENT.

The term of this Agreement shall commence upon the effective date of this Agreement and shall continue until the completion of the Services specified in this Agreement, but in any event no later than January 31, 2026 (“Term”). This Agreement may be extended for additional periods of time upon the mutual written agreement of the Parties.

III. COMPENSATION.

The City shall pay Contractor a total amount not to exceed \$518,609.00 for the Services described in this Agreement. The Contractor shall provide its W-9 to the City concurrent with the execution of this Agreement. The Contractor shall invoice the City monthly based on time and materials incurred during the preceding month. The method of compensation for Contractor’s services shall be as delineated in the attached and incorporated Exhibit A. All rates and/or other methods of compensation shall remain locked at the negotiated rates throughout the Term of this Agreement. Except as otherwise provided in Exhibit A, the Contractor shall be solely responsible for the payment of any taxes imposed by any lawful jurisdiction as a result of the performance of Services and payment under this Agreement.

If the Services do not meet the requirements of this Agreement, the Contractor will correct or modify the work to comply with the Agreement. The City may withhold payment for such work until the work meets the requirements of the Agreement.

If sufficient funds are not appropriated or allocated for payment under this Agreement for any future fiscal period, the City will not be obligated to make payments for Services or amounts incurred after the end of the current fiscal period, and this Agreement will terminate upon the completion of all remaining Services for which funds are allocated. No penalty or expense shall accrue to the City in the event this provision applies.

IV. INDEPENDENT CONTRACTOR.

The Parties intend that the Contractor shall be an independent contractor and that the Contractor has the ability to control and direct the performance and details of its work, the City being interested only in the results obtained under this Agreement. The City shall be neither liable nor obligated to pay Contractor sick leave, vacation pay, or any other benefit of employment, nor to pay any social security or other tax that may arise as an incident of this Agreement. Contractor shall take all necessary precautions and shall be responsible for the safety of its employees, agents, and subcontractors in the performance of the Services specified in this Agreement and shall utilize all protection necessary for that purpose. All work shall be done at Contractor's own risk, and Contractor shall be responsible for any loss of or damage to materials, tools, or other articles used or held for use in connection with the Services. The Contractor shall pay all income and other taxes due except as specifically provided in Section III of this Agreement. Industrial or any other insurance that is purchased for the benefit of the City, regardless of whether such may provide a secondary or incidental benefit to the Contractor, shall not be deemed to convert this Agreement to an employment contract. If the Contractor is a sole proprietorship or if this Agreement is with an individual, the Contractor agrees to notify the City and complete any required form if the Contractor retired under a State of Washington retirement system and agrees to indemnify any losses the City may sustain through the Contractor's failure to do so.

Even though Contractor is an independent contractor with the authority to control and direct the performance and details of the work authorized under this Agreement, the work must meet the approval of the City and shall be subject to the City's general right of inspection to secure satisfactory completion.

V. TERMINATION.

Either Party may terminate this Agreement, with or without cause, upon providing the other Party thirty (30) days' written notice to the addresses set forth in the signature block of this Agreement. After termination, the City may take possession of all records and data within the Contractor's possession pertaining to this project, which may be used by the City without restriction. If the City's use of Contractor's records or data is not related to this project, it shall be without liability or legal exposure to the Contractor.

VI. DISCRIMINATION.

In all Contractor services, programs, activities, hiring, and employment made possible by or resulting from this Agreement, Contractor and its employees, agents, and subcontractors shall not discriminate

in violation of and at all times shall comply with Chapter 49.60 RCW, Title VII of the Civil Rights Act of 1964, the Americans With Disabilities Act, Section 504 of the Rehabilitation Act of 1973, and any other applicable federal, state, or local law or regulation regarding non-discrimination. Any material violation of this provision shall be grounds for termination of this Agreement by the City and may result in ineligibility for further City agreements.

VII. INDEMNIFICATION.

Contractor 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 Contractor in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City; however, 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 Contractor and the City, its officers, officials, employees, and volunteers, the Contractor's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Contractor's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Contractor's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the Parties. The provisions of this section shall survive the expiration or termination of this Agreement.

VIII. INSURANCE.

- A. Insurance Term. The Contractor 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 Contractor, its agents, representatives, or employees.
- B. No limitation. The Contractor'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. The Contractor 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 at least as broad as Insurance Services Office (ISO) form CA 00 01.
 - 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 Contractor'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 endorsement form 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 Contractor's profession.

D. Minimum Amounts of Insurance. The Contractor 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 \$2,000,000 each occurrence, \$2,000,000 general aggregate.

3. Professional Liability insurance shall be written with limits no less than \$2,000,000 per claim and \$2,000,000 policy aggregate limit.

E. Other Insurance Provision. The Contractor'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 Contractor'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 Contractor 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 Agreement before commencement of the Services.

H. Notice of Cancellation. The Contractor shall provide the City with written notice of any policy cancellation within two business days of their receipt of such notice.

I. Failure to Maintain Insurance. Failure on the part of the Contractor to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days' notice to the Contractor 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 Contractor from the City.

J. City Full Availability of Contractor Limits. If the Contractor 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 Contractor, irrespective of whether such limits maintained by the Contractor 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 Contractor.

IX. COMPLIANCE WITH LAWS AND CONTRACTOR'S WORK AND RISK.

The Contractor agrees to comply with all federal, state, and municipal laws, rules, and regulations that are now effective or in the future become applicable to Contractor's business, equipment, and personnel engaged in operations covered by this Agreement or accruing out of the performance of those Services. All Services shall be performed at Contractor's own risk, and Contractor shall be responsible for any loss of or damage to materials, tools, or other articles used or held for use in connection with the Services.

X. OWNERSHIP AND USE OF RECORDS AND DOCUMENTS.

Original documents, drawings, designs, reports, or any other records developed or created under this Agreement shall belong to and become the property of the City. All records submitted by the City to the Contractor will be safeguarded by the Contractor. Contractor shall make such data, documents, and files available to the City upon the City's request.

XI. MISCELLANEOUS PROVISIONS.

- A. Non-Waiver of Breach and Enforcement. Time is of the essence of this Agreement and each and all of its provisions in which performance is a factor. Adherence to completion dates set forth in the description of the Services is essential to the Contractor's performance of this Agreement. Any remedies provided for under the terms of this Agreement are not intended to be exclusive, but shall be cumulative with all other remedies available to the City at law, in equity, or by statute. The failure of the City to insist upon strict performance of any of the covenants and agreements contained in this Agreement, or to exercise any option conferred by this Agreement in one or more instances shall not be construed to be a waiver or relinquishment of those covenants, agreements or options, and the same shall be and remain in full force and effect. Failure or delay of the City to declare any breach or default immediately upon occurrence shall not waive such breach or default. Failure of the City to declare one breach or default does not act as a waiver of the City's right to declare another breach or default.
- B. Resolution of Disputes and Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. If the Parties are unable to settle any dispute, difference or claim arising from the Parties' performance of this Agreement, the exclusive means of resolving that dispute, difference or claim, shall only be by filing suit exclusively under the venue, rules and jurisdiction of the King County Superior Court, King County, Washington, unless the Parties agree in writing to an alternative dispute resolution process. Each party consents to the personal jurisdiction of the state and federal courts in King County, Washington and waives any objection that such courts are an inconvenient forum. In any claim or lawsuit for damages arising from the Parties' performance of this Agreement, each Party shall pay all its own legal costs and attorney's fees incurred in defending or bringing such claim or lawsuit, including all appeals, in addition to any other recovery or award provided by law; provided, however, nothing in this paragraph shall be construed to limit the City's right to indemnification under Section VII of this Agreement.

- C. Written Notice. All communications regarding this Agreement shall be sent to the Parties at the email and/or physical addresses listed on the signature page of the Agreement, unless notified to the contrary in writing. Email notice shall become effective at the date and time it is received by the City. Any physical written notice shall become effective three (3) business days after the date of mailing by registered or certified mail and shall be deemed sufficiently given if sent to the addressee at the address stated in this Agreement or such other address as may be later specified in writing pursuant to this Section.
- D. Assignment. Any assignment of this Agreement by either Party without the written consent of the non-assigning Party shall be void.
- E. Interpretation and Modification. No waiver, alteration, or modification of any of the provisions of this Agreement shall be binding unless in writing and signed by a duly authorized representative of the City and Contractor.
- F. Entire Agreement. The written provisions and terms of this Agreement, together with any attached Exhibits, shall supersede all prior verbal statements of any officer or other representative of the City, and such statements shall not be effective or be construed as entering into or forming a part of or altering in any manner this Agreement. Should any language in any of the Exhibits to this Agreement conflict with any language contained in this Agreement, the terms of this Agreement shall prevail. The respective captions of the Sections of this Agreement are inserted for convenience of reference only and shall not be deemed to modify or otherwise affect any of the provisions of this Agreement. Any provision of this Agreement that is declared invalid, inoperative, null and void, or illegal shall in no way affect or invalidate any other provision hereof and such other provisions shall remain in full force and effect.
- G. Public Records Act. The Contractor acknowledges that the City is a public agency subject to the Public Records Act codified in Chapter 42.56 RCW, and documents, notes, emails, and other records prepared or gathered by the Contractor in its performance of this Agreement may be subject to public review and disclosure, even if those records are not produced to or possessed by the City of Covington. As such, the Contractor agrees to cooperate fully with the City in satisfying the City's duties and obligations under the Public Records Act.
- H. City Business License Required. Prior to commencing the tasks described in Section I, Contractor agrees to provide proof of a current City of Covington business license pursuant to Chapter 5.10 of the Covington Municipal Code.
- I. Counterparts and Signatures by Fax or Email. This Agreement may be executed in any number of counterparts, each of which shall constitute an original, and all of which will together constitute this one Agreement. Further, upon executing this Agreement, either party may deliver the signature page to the other by fax or email and that signature shall have the same force and effect as if the Agreement bearing the original signature was received in person.

IN WITNESS, the Parties below execute this Agreement, which shall become effective on the last date entered below. All acts consistent with the authority of this Agreement and prior to its

effective date are ratified and affirmed, and the terms of the Agreement shall be deemed to have applied.

CONTRACTOR:	CITY OF COVINGTON:
By: _____ <i>(signature)</i>	By: _____ <i>(signature)</i>
Print Name: Theresa Wood	Print Name: Regan Bolli
Its: Vice President	Its: City Manager
DATE: _____	DATE: _____

<p>NOTICES TO BE SENT TO:</p> <p>CONTRACTOR:</p> <p>Theresa Wood Herrera Environmental Consultants, Inc. 2200 6th Avenue, Suite 1100 Seattle, WA 98121 (206) 787-8226 twood@herrerainc.com</p> <p>Chuck McDowell Herrera Environmental Consultants, Inc. 2200 6th Avenue, Suite 1100 Seattle, WA 98121 (206) 787-8203 cmcdowell@herrerainc.com</p>	<p>NOTICES TO BE SENT TO:</p> <p>CITY OF COVINGTON:</p> <p>Ethan Newton City of Covington 16720 SE 271st Street, Suite 100 Covington, WA 98042 (253) 480-2400 enewton@covingtonwa.gov</p>
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

JENKINS CREEK TRAIL - PROFESSIONAL SERVICES

On December 20, 2024, Ethan Newton, Parks & Recreation Director, City of Covington, Washington (Client) authorized Herrera Environmental Consultants (Herrera) to prepare a scope of work and fee estimate to perform assessment, design and engineering services for the City of Covington, Parks and Recreation's Jenkins Creek Trail Phase 1. Herrera will work with a design team to develop preliminary design and permitting documents needed for development of the park. This scope of work will advance the project through 60% Plans, Specifications, and Estimates (PS&E) and Permitting. Future amendments to the scope of work are anticipated to advance the project through construction, including construction documents, bid support, and construction management services.

This scope of work includes a discussion of the activities, assumptions, deliverables, and a schedule associated with this project:

• General Assumptions.....	1
• Task 1.0 – Project Management.....	2
• Task 2.0 – Site Investigations and Reporting	3
• Task 3.0 – Interpretive Design.....	16
• Task 4.0 – 30% PS&E	18
• Task 5.0 – 60% PS&E	20
• Task 6.0 - Permitting.....	21
• Task 7.0 - Supplemental Coordination and Support.....	23
• Project Schedule.....	24

A future scope of work amendment is anticipated to include the following additional tasks:

- Task 8.0 – 90% PS&E
- Task 9.0 – 100% PS&E
- Task 10.0 – Bid Period Services
- Task 11.0 – Construction Management and Project Closeout

General Assumptions

- The project design phase tasks through 60% PS&E and Permitting will be completed over a 10-month period.

EXHIBIT A - SCOPE OF WORK

- The Client will lead any necessary communication with the public and private property owners.
- Herrera will attend meetings via video conferencing except where specifically indicated to be in-person meetings.
- Herrera will attend and present at one Parks and Recreation Commission meeting and one City Council meeting.
- All submittals will be delivered electronically in PDF, XLSX, DOCX, and/or DWG format as applicable. All deliverables during the Plans, Specifications, and Estimates task will be electronic, there will be no hard copy deliverables produced except where specifically indicated in the list of deliverables on a per-task basis.
- One round of comments from the Client on draft documents will be incorporated into final versions, except where noted below. The Client will have up to 15 working days to review and provide comments on draft submittals or otherwise risk delaying the project schedule.
- Future tasks beyond 60% PS&E and Permitting are excluded from this contract and are anticipated to be included via a future contract amendment.
- During the development of the project, it is possible that not all necessary professional services have been identified or scoped precisely. If supplemental services are required, an additional service will be necessary and an additional scope and fee will be negotiated for that service.
- The City may adjust, suspend, or remove tasks or subtasks in this scope of work based on project needs, priorities, or early findings. Modifications to the scope may require adjustments to the project schedule and budget, to be agreed upon by both the City and Herrera.

Task 1.0 – Project Management

Herrera's project manager (Chuck McDowell) will be responsible for the ongoing administration of the project, as well as coordination of work efforts with the designated Client point of contacts (Ethan Newton, Parks & Recreation Director and Jonathan Sajda, Parks Project Manager). The Client point of contact will be responsible for routing any reviews and/or approvals within the City.

Herrera's project manager will manage the project team, including the specialty consultants; develop and administer the project management plan; review project progress; and coordinate transmittal the project deliverables. Subconsultants for the project include:

- Survey – Atlas Technical Consultants (Atlas) (formerly 1 Alliance Geomatics)
- Geotechnical – HWA GeoSciences, Inc. (HWA)
- Structural – Lund Opsahl
- Cultural Resources – Cultural Resource Consultants, LLC. (CRC)

EXHIBIT A - SCOPE OF WORK

- Interpretive Design – Studio Understory
- Traffic Engineering – Toole Design (Toole)

Herrera's project manager will implement Herrera's quality assurance / quality control review program.

Task 1.1 Project Reporting

Herrera's project manager will prepare monthly invoices and progress reports. Herrera's project manager will have biweekly meetings with the Client, as well as phone and e-mail contact with the Client and subconsultants on an as-needed basis. Herrera's project manager will collaborate with the Client to prepare a detailed project schedule within 30 days of Notice to Proceed (NTP). The schedule will be kept current as the project develops.

Assumptions

- Herrera's project manager will participate in biweekly, 1-hour project management video conferences with the Client. Biweekly progress video conferences will be combined with other project meetings for efficiency to the extent practical.
- Herrera will send meeting notes summarizing key decisions and action items within 3 days of each biweekly meeting.
- Herrera's project manager prepares monthly progress reports to accompany monthly invoicing.
- 10-month duration of active project work.
- Two updates to the detailed project schedule will be provided at milestones identified/requested by the Client.

Deliverables

- Monthly progress reports and invoices (PDF).
- Monthly updates to project schedule to be included in progress reports (PDF).

Task 2.0 – Site Investigations and Reporting

Task 2.1 – Site Survey

Atlas will perform land surveying of the project site (See Attachment A for Atlas subconsultant scope and budget). The area to be surveyed is all within portions of King County Tax Parcels 864960-0240, 864960-

EXHIBIT A - SCOPE OF WORK

0220, 302206-9068, 179631-0090, 302206-9053, 302206-9014, 179631-0100 owned by the City of Covington and covers approximately 3 acres.

The task will involve the following:

1. Survey Control: This task includes the establishment of survey control, or the recovery of existing survey control, as required for the project. Typically, survey control will be set, found, or referenced utilizing Real-Time Kinematic (RTK) GPS (GNSS) and the Washington State Reference Network (WSRN) in conformance with industry standards. This survey control is then typically propagated, as required, utilizing standard terrestrial total station measurements.
2. Field Surveying and Mapping: This task includes the field surveying and mapping required for this specific effort. Traditional Total Station and GPS technologies will be used to collect the field data for use in the creation of a basemap. All found features will be located within the mapping limits.

Topographic and Planimetric:

- Up to 30 wetland flags, set by others.
 - Sufficient points to generate a 1-foot contour basemap.
 - Trees 6 inches and greater at diameter breast height (DBH) will be surveyed and identified as either evergreen or deciduous.
3. Utility Surveying Services
 - Surface Observable utilities will be located as found within the surveying limits.
 - Measure Downs for sewer manholes, catch basins and storm drain manholes with pipe size, material, direction, and invert elevations will be obtained, if possible, at each structure.
 - Nearest drainage structure outside the mapping limits will also be collected.
 - Underground Conductible Utility Locates will be mapped.
 - Available as-builts and plans will be researched and used to identify utilities within the project area, if any
 4. Office Processing: This task includes the office processing of the collected survey data, data extraction, field book note reductions, CAD drafting, and other duties required for the generation of the deliverable(s).
 5. Supplemental Surveying and Mapping: This task includes two additional field visits and office work for supplemental surveying.

EXHIBIT A - SCOPE OF WORK

Assumptions

- Based on coordination with City of Covington Parks and Community Development, it was determined that the wetland and stream OHWM will not be surveyed on the west side of the retaining wall located on Parcel 1796310100.
- Health, Safety, and Security are priorities. ATLAS personnel will not proceed if the conditions are deemed unhealthy, unsafe, or not secure from harm of any type.
- ATLAS is not responsible for any delays due to conditions outside of ATLAS's control.
- Surveying services provided by ATLAS will be prepared under the supervision and seal of a Washington State Professional Land Surveyor.
- The fee estimate expires 90 days after this dated proposal and may need to be revised thereafter.
- Rights-of-Entry will be organized, granted, and confirmed by The Client or Others prior to dispatching the survey crew.
- Permits will not be required for ATLAS's efforts.
- GIS from The County, for utilities and/or other information, will be provided to ATLAS.
- Heavily-wooded site – ATLAS is not providing an exhaustive search for unknown artifacts that might be obscured by heavy vegetation. It is possible that certain items may not be discovered during the survey.
- A Record of Survey/setting of property corners is not a part of these services.
- Confined space entry will not be required.
- Drafting will comply with ATLAS drafting guidelines, unless otherwise specified prior to commencement of fieldwork.
- Geotechnical bores, potholes, hand holes, and test pit locations are NOT a part of these tasks.
- Clearing of brush to create paths for surveying will be authorized by the property owner(s).
- The effort for this task is constrained by the allocated budget.

Deliverables

- AutoCAD Civil 3D 2023 survey base map at 1' = 20'.
- XML containing the digital terrain model (DTM), surveyed topographic and control points with descriptors.
- Signed pdf copy of the mapped areas, if required.
- Field book notes, if required.

EXHIBIT A - SCOPE OF WORK

Task 2.2 – Wetland Delineation, Reconnaissance, Reporting, and Mitigation Plan

Herrera biologists will perform a reconnaissance level investigation of wetlands on the Covington Legacy Site. This investigation will not include soil pits or detailed data collection resulting in formally delineated wetland boundaries. Instead, biologists will observe above-ground site conditions and estimate wetland boundaries based on those conditions.

Herrera biologists will perform a wetland delineation within the Kwon property and Jenkins Creek Park. The wetland delineation will be performed in accordance with the *Regional Supplement to the US Army Corps of Engineers Wetlands Delineation Manual: Western Mountains, Valleys, and Coast Region* (Environmental Laboratory 2010), which is consistent with the *1987 Corps of Engineers Wetlands Delineation Manual* (Environmental Laboratory 1987). Surveyors will collect wetland boundary and test plot locations.

The wetland will be classified according to USFWS and hydrogeomorphic classification systems. The wetland will be rated and regulated buffers will be identified in accordance with the City of Covington Municipal Code.

During field investigations for the wetland reconnaissance and delineation, Herrera biologists will broadly characterize on site vegetation communities and identify potential opportunities for onsite buffer mitigation in the event it becomes necessary.

Herrera will document the wetland delineation and reconnaissance in a Wetland Delineation and Reconnaissance Report that is compliant with the Covington Municipal Code.

Upon completion of the 60 percent design, Herrera will add a mitigation plan to the Wetland Delineation and Reconnaissance Report. This plan will document the necessary mitigation for impacts to wetland buffers and summarize the mitigation completed as part of previous work on the Covington Legacy Site.

Assumptions

- Based on coordination with City of Covington Parks and Community Development, it was determined that the wetland and stream OHWM will not be delineated on the west side of the retaining wall located on Parcel 1796310100. It is assumed that reconnaissance will be sufficient to obtain the necessary environmental permits.
- Wetlands delineated during fieldwork will approximately match previously mapped conditions. It will be feasible for two biologists to complete the delineation and reconnaissance within two, 10-hour days (including travel time). If additional time is needed due to excessively dense underbrush (such as Himalayan blackberry) or other unforeseen conditions, Herrera will coordinate with the Client to decide upon the best course of action.

EXHIBIT A - SCOPE OF WORK

- This scope of work is based on the codes and regulations in effect at the time of writing. Any additional work required due to changes in regulations, ordinances, or permitting requirements occurring after this proposal has been prepared is not included in the scope and would require a contract amendment.
- There will be no direct impact to critical areas requiring mitigation. Only buffer mitigation may be required.
- Herrera will address one set of consolidated comments on the Draft Wetland Delineation and Reconnaissance Report before producing the final version.
- Herrera will address one set of consolidated comments on Mitigation Plan before producing the final version.

Deliverables

- Draft and Final Wetland Delineation and Reconnaissance Report (PDF)
- Draft and Final Mitigation Plan (PDF)

Task 2.3 – Tree Inventory

Herrera will provide an arborist assessment and tree inventory to support the design and permitting of the Phase 1 trail alignment. The arborist will review the preliminary trail alignment, applicable municipal code, and identify opportunities to minimize impacts on existing trees. This assessment will include:

- Review of the preliminary trail alignment to identify opportunities to minimize impacts on existing trees, with a focus on segments of the trail located both outside and within critical area buffers (e.g., steep slope setbacks, stream buffers, wetland buffers).
- Review City of Covington tree code and summarize relevant provisions as they pertain to trail construction, including tree protection, tree designations, and replacement requirements.
- Conducting an onsite tree inventory for all significant trees that may be affected by trail alignment. Perform Level I tree risk assessment to assess tree species, DBH, health, structure and other requirements within the tree code.
- Prepare a memo summarizing:
 - Characterization of existing trees based on the municipal code.
 - Potential impacts of the trail alignment on existing trees, including code implications.
 - Recommendations to minimize tree impacts, including potential design modifications.
 - Tree replacement ratios and any mitigation requirements per the municipal code.
 - Documentation of any permit requirements.

EXHIBIT A - SCOPE OF WORK

Assumptions

- The tree inventory will include two 10-hour field days to complete the task (not including travel) for one arborist and one biologist.
- The tree inventory will have a contingency day of inventory budgeted in case more trees are located onsite than accounted for.
- The arborist tree inventory will provide a Level 1 tree risk assessment following the International Society of Arboriculture (ISA) definition of a Level 1 tree risk assessment evaluation of trees within the proposed trail corridor, focusing on visual observation to identify general tree conditions and code-relevant characteristics.
- This task will include a tree inventory in alignment with the requirements of a Minor Tree Removal Permit for the City of Covington, for areas where significant trees are likely to be impacted by trail construction.
- The memo will provide general recommendations and guidance for the design and permitting process.
- The Client will provide access to relevant tree code documents and any prior assessments or data available for the site.
- The site walk with the design team will focus on areas where potential tree impacts are expected based on the preliminary trail alignment.

Deliverables

- Draft and Final Memorandum (PDF)
- Tree Inventory spreadsheet that details tree species, tree common name, DBH, height, structure, health and general comments.
- Map of tree locations with a unique tree number, and the tree protection zone (TPZ) (PDF)

Task 2.4 - Geotechnical Report

HWA will provide geotechnical consulting services, including initial investigations and reporting, as well as consultation to support Task 4 (30% PS&E), Task 5 (60% PS&E), and Task 6 (Permitting) (See Attachment B for HWA subconsultant scope and budget). This scope will include:

Task 2.4.1 - Predesign Geotechnical Engineering Services

- Collect and Review Available Geotechnical Data: HWA will collect and review readily available geotechnical information in the vicinity of the project site. This review will include online geotechnical databases, geologic maps, the HWA library, and geotechnical information provided by the Client.

EXHIBIT A - SCOPE OF WORK

- Site Walk: HWA will participate in one (1) site walk with the design team to review proposed work and provide a qualitative assessment of existing slope conditions.
- Conduct Utility Locates: HWA will mark the proposed exploration locations and arrange for utility locates using the Utility Notification Center and a private utility locate subcontractor. HWA will make additional site visits to verify that the proposed locations of the borings are clear of utilities prior to finalizing the exploration plans and mobilizing the equipment.
- Develop a Project-Specific Health and Safety Plan (HASP): HWA will generate a HASP describing the potential hazards associated with the exploration work and the processes and procedures to ensure health and safety during HWA's field operations.
- Generate Geotechnical Subsurface Exploration Plan: HWA will prepare a Geotechnical Subsurface Exploration Plan Memoranda for the proposed exploration program. The work plan will be submitted to the design team and Client for review and approval. The work plan will detail the type, location, and extent (depth, sampling interval, in-situ testing, and instrumentation installation) of proposed field explorations along with logistics necessary to perform the work. The work plans will also be used for utility locating clearances and for permitting that may be necessary to access the exploration locations. The Client will provide any required permits or rights of entry at no cost to HWA.
- Conduct Field Explorations: HWA will conduct up to 8 hand holes with Dynamic Cone Penetrometer (DCP) to assess the subsurface soil and groundwater conditions along the proposed trail alignment (assume two days). Each of the explorations will be logged by an HWA geologist or geotechnical engineer. All drilling spoils will be minimal and contained on site.
- Generate Boring Logs and Assign Laboratory Testing: HWA will prepare a summary of boring and perform laboratory testing to evaluate relevant physical properties of the site soils. Laboratory testing could include moisture content, grain-size distribution, organic content, and Atterberg Limits.
- Predesign Infiltration Assessment: HWA will assess infiltration feasibility using the grainsize data obtained from the hand holes. HWA will communicate a preliminary assessment to the team via email.
- Predesign Geologically Hazardous Areas Assessment: HWA will assess potential geologic hazards per Chapter 18.65, Article III of the City of Covington Municipal Code (CMC). HWA will communicate its findings to the team via summary email. Results of geologic hazard assessment will be included in the draft and final geotechnical report.

Task 2.4.2 Design Field Investigation

HWA will conduct a geotechnical field investigation program for the project. The following tasks will be included in the program:

- Develop a Geotechnical Subsurface Exploration Plan that identifies the type, location, and extent of the proposed field exploration. HWA will coordinate and manage subcontractors

EXHIBIT A - SCOPE OF WORK

needed to perform the geotechnical exploration. The work plans will also be used for utility locating clearances and for permitting that may be necessary to access the exploration locations. HWA assumes the Client will provide any required permits or rights of entry at no cost to HWA.

- An HWA field representative will perform a site reconnaissance to observe field conditions and verify and mark boring locations for utility locates. HWA will make one additional site visit to verify that the proposed boring location is clear of utilities prior to mobilizing the field equipment.
 - Advance one boring at the location of the proposed retaining wall to obtain soil and groundwater information for use in design and construction of the project. HWA will subcontract the drilling rig and operator. The boring will extend to a depth of approximately 80 feet below-ground-surface, or to practical refusal, whichever occurs first.
 - Install a groundwater monitoring well in the boring to manually monitor groundwater levels. An HWA field representative will visit the site monthly, for a duration of three months, to collect manual water level readings. These three site visits will be performed during the wet season to obtain the approximate seasonal high groundwater level.
 - Prepare a summary boring log and perform laboratory testing to evaluate relevant physical properties of select soil samples. For budgetary purposes, HWA has assumed up to 10 sieve analysis, 2 Atterberg tests, and 12 moisture content determinations.

Task 2.4.3 Design Geotechnical Engineering Services

Geotechnical Engineering Analysis and Reporting: HWA will perform geotechnical engineering analysis to develop recommendations for the design of the proposed improvements. The results of the review of available geotechnical information, geotechnical engineering analysis, and geotechnical conclusions and recommendations will be summarized in a draft geotechnical engineering report. Upon receipt of consolidated comments from the design team and the Client, HWA will prepare a final geotechnical engineering report, which will be stamped by a licensed geotechnical engineer. The geotechnical engineering report will include the following:

- Summary of existing geological and geotechnical data for the project site.
- Results of the exploration and laboratory testing, descriptions of surface and subsurface conditions, and a site plan showing the exploration location and other pertinent features.
- Seismic soil site class and seismic design parameters per the requirements of the 2021 International Building Code and ASCE 7-16.
- Develop up to 3 geologic profiles for slope evaluations. Figures would not be generated at these locations.

EXHIBIT A - SCOPE OF WORK

- Evaluation of seismic hazards including estimates of liquefaction-induced settlements and potential for lateral spreading using simplified empirical methods, if applicable. It should be noted that evaluation will be limited to the depth of the exploratory boring. Hand holes might not be deep enough to assess seismic hazards beyond their termination depth.
- Recommendations for shallow foundations for the proposed overlook deck including ultimate and allowable bearing pressures, coefficient of friction, and minimum footing width and embedment. Assume two potential locations.
- Recommendations for lateral earth pressures for retaining walls and temporary shoring and below-grade structures, if applicable.
- Slope stability analysis using limit equilibrium methods. HWA will analyze up to 3 slope profiles.
- Evaluation of total and differential static settlements for shallow foundations.
- Develop design recommendations for site pavement and/or surfacing.
- Evaluation of the potential for stormwater infiltration feasibility, based on grain-size analyses and groundwater depth obtained from the monitoring well. If infiltration is deemed feasible based on grain size and groundwater level, infiltration testing will be conducted during an additional phase of work (see optional task below).
- Assessment of geologically hazardous areas per Chapter 18.65, Article III of the City of Covington Municipal Code (CMC).
- Recommendations for earthwork and grading, including subgrade preparation, structural fill placement and compaction, and temporary shoring and dewatering considerations.
- HWA QA/QC: All design calculations and recommendations will be reviewed by a senior principal prior to distribution to the design team and the Client.
- Prepare Draft Geotechnical Report: HWA will prepare a draft geotechnical report for the project. This report will contain the results of the explorations and analyses, including descriptions of surface and subsurface conditions, a site plan showing exploration locations and other pertinent features, summary boring logs, and laboratory test results. The report will provide geotechnical recommendations for each of the proposed improvements based on our current understanding of the design.
- Respond to Geotechnical Related Review Comments: HWA shall provide written responses to review comments. The written responses shall be provided in the form of emails to the design team.
- Prepare Preliminary Geotechnical Report: HWA will prepare a preliminary geotechnical report for the project. This report will develop HWA's draft geotechnical engineering report with any comments provided by the design team or the Client during the 60 percent plans. The preliminary report will provide geotechnical recommendations for each

EXHIBIT A - SCOPE OF WORK

of the proposed improvements. Geotechnical engineering report will be finalized at a later phase during final design (90%).

2.4.4 - Small-scale Pilot Infiltration Tests (PITs) - OPTIONAL TASK

If infiltration is deemed feasible based on grain size and groundwater level based on the evaluation of monitoring well, this task will be completed. If infiltration is deemed infeasible, this testing will not be completed.

HWA will complete up to three small-scale Pilot Infiltration Tests (PITs) at proposed stormwater facility locations. Infiltration test depths will approximately match the elevation of the proposed bottom of infiltration facility. Prior to completing the PITs, exploration locations will be marked in the field and utility locates will be coordinated through the Washington Utility Notification Center. A private utility locator will also be hired. Upon completion of the PITs, the base of the PIT will be excavated to characterize the infiltration receptor soils. Excavations will extend at least 5 feet below the test depth, or until groundwater is encountered, whichever occurs first. A representative from HWA will log the PITs and direct the work. Soil samples will be collected from the PIT excavations at representative depths and will be transported to HWA's Bothell laboratory for further testing. Testing will include up to four combined grain size analyses.

Results of the PITs and design infiltration rate recommendations will be included in the updated draft and final geotechnical reports.

Assumptions

- A total drilling footage of 80 feet has been assumed for budgetary purposes.
- The boring locations will be located using handheld GPS and/or measurement from existing known features.
- Drilling will be completed using hand auger, mud rotary, or hollow stem auger techniques.
- Upon completion of sampling and logging, boreholes will be decommissioned in accordance with the requirements of WAC 173-160.
- Excess cuttings from exploratory borings will be properly disposed of offsite.
- Rights of entry onto private property for drilling activities, if required, will be coordinated by the Client.
- HWA will have access to the sites to perform field explorations. Tree and large brush removal, if required, will be coordinated by the Client.
- All fieldwork will be accomplished during normal daylight workdays and hours, with at least a minimum of 8 hours available per day. The geotechnical field investigation will be completed under one mobilization.
- The geotechnical exploration proposed herein will not be used to assess site environmental conditions. The soil and groundwater at the project site are assumed to be free of contamination.

EXHIBIT A - SCOPE OF WORK

- Traffic control measures will be limited to traffic cones and signage surrounding the work area. Site specific traffic control plans will not be required.
- All geotechnical soil samples will be disposed after 6 months of being collected. Long-term storage of soil samples is not included.
- Laboratory testing will not include cation exchange tests or tests for organic content.
- Site response analysis and site-specific ground motion hazard analysis will not be required.
- Design project elements to resist the effects of liquefaction and lateral spreading will not be required (e.g., ground improvement, deep foundations, etc.).
- Recommendations for deep foundations are not included.
- If the optional small-scale PITs task is required, it will be completed under its own separate mobilization.
- Construction phase services are not included. If these services are needed, a budget amendment will be required.
- All costs are estimated and may be increased or decreased within the limits of the total budget at the discretion of HWA's project manager.

Deliverables

- Geotechnical Subsurface Exploration Plan Memoranda (PDF)
- Summary of qualitative assessment of existing slope conditions and anticipated geohazard permitting requirements via email.
- Summary of Predesign Infiltration Assessment results via email.
- Draft and Final geotechnical engineering report (PDF)
- If preliminary investigation indicates that infiltration is feasible, the results of the PITs and design infiltration rate recommendations will be included in the updated draft and final geotechnical reports.

Task 2.5 – Cultural Resources Investigations

CRC will provide cultural resource investigations and any required reporting to support the project (See Attachment C for CRC subconsultant scope and budget). This will include which will include:

1. Background Research

CRC will review existing plans and data. This will include a search on Washington Department of Archaeology and Historic Preservation's (DAHP) WISAARD system to identify recorded historic built environment, historic register listed properties, archaeological sites, cemeteries, and previously completed cultural resources assessment in proximity to the project location. CRC will review pertinent environmental, archaeological, ethnographic, and historical

EXHIBIT A - SCOPE OF WORK

information appropriate to the project location from a variety of available resources, including prior reports for the Jenkins Creek Trail Master Plan and Jenkins Creek Park Expansion projects. The goal of background research is to provide contextual information regarding the natural environment and cultural use of the project location, identify recorded cultural resources, and determine the potential for as-yet unrecorded cultural resources to be encountered during proposed project actions.

2. EO21-02 Review Form and Consultation

CRC will assist City of Covington with meeting Department of Commerce's requirements for cultural resources review. CRC will complete a DAHP EO 21-02 Project Review form and submit it to DAHP for their review and comment. CRC will send consultation letters to affected Tribes on behalf of the City of Covington by certified mail, and will provide any responses received to the City of Covington.

3. Tribal Contact

CRC will contact the cultural resources staff of Tribes that may have an interest in or information regarding the project location. This communication is intended to inform the cultural resources assessment and does not constitute government-to-government consultation. Copies of this correspondence and received responses will be included as an attachment in the cultural resources assessment.

4. Site Walk

CRC will participate in a site walk with the design team to review the preliminary trail alignment and mitigation areas.

5. Field Investigations

CRC will conduct a pedestrian survey of the project location to identify aboveground evidence of archaeological and historical resources. Up to 50 shovel test probes will be excavated at 20-meter intervals in areas of proposed ground disturbance. Methods will be consistent with DAHP guidelines.

6. Cultural Resources Assessment Report

CRC will prepare a technical memo describing background research, field methods, results of investigations, and management recommendations. The report will provide supporting documentation of findings, including maps and photographs, and will conform to DAHP reporting standards and the appropriate requirements based on the regulatory nexus. Report and support materials will be provided electronically in PDF format. As a part of the assessment, CRC will document and record identified archaeological and historic sites within the project location on DAHP archaeological and/or historic site(s) forms. All identified resources will be photo-documented and recorded in the field. Archaeological materials or deposits will be documented and reburied, if appropriate, within the find location. Cultural resources will be evaluated for significance following local, state, and/or national significance as appropriate based on the project's regulatory nexus. Documentation will be consistent with DAHP standards and will be completed on DAHP's WISAARD system. This task includes three

EXHIBIT A - SCOPE OF WORK

rounds of consolidated comments prior to the submission of the final report. RCO will submit the third draft and final cultural resources assessment and any associated documentation to DAHP, via their WISAARD system.

Assumptions

- All relevant project information, prior reports including geotechnical reports, historic/architectural reports, design plans, and project maps in addition to relevant project correspondence with DAHP or other agencies requesting this assessment and/or Tribal cultural resources staff will be provided with the signed Agreement so that CRC may begin this project immediately upon receipt of signed agreement.
- Tribal representatives will be invited to participate in investigations involving ground disturbance or as otherwise requested.
- Coordination with the Client will occur to ensure compliance with applicable cultural resource and permitting requirements.
- Field investigations will be limited to the project area identified in the Phase 1 scope of work.
- Up to one (1) archaeological site and no historic sites will be identified within the project area. Budget was prepared with the assumption that up to 50 shovel test probes would be excavated at 20-meter intervals in areas of proposed ground disturbance. If extensive archaeological deposits are encountered or if additional shovel test probes are warranted within the project area it may be necessary to modify this agreement to accommodate additional investigations for purposes of site identification.
- Archaeological monitoring or additional services for impact mitigation regarding archaeological or historic sites is not included.
- The Client will provide timely Right Of Entry to CRC so the project may be completed within the stated project schedule.
- The property is safe for CRC archaeologists to enter and free of contaminants, health hazards and other unsafe working conditions.
- If human remains are found within the project area, all CRC field investigations will cease immediately, proper authorities will be notified and CRC will not resume field investigations until applicable state laws are addressed.
- No cultural resources study can wholly eliminate uncertainty regarding the potential for prehistoric sites, historic properties, or traditional cultural properties to be associated with a project. The information presented in the reports is based on years of experience and professional opinions derived from the analysis and interpretation of the documents, records, literature, and information we are able to identify and use within our report, and during our field investigation and observations to be conducted in the process of preparing our technical report.
- The conclusions and recommendations we present will apply to the project conditions existing at the time of our study and those reasonably foreseeable.

EXHIBIT A - SCOPE OF WORK

Deliverables

- Cultural Resources Assessment Report (PDF)
- Documentation and record of identified archaeological and historic sites within the project location on DAHP archaeological and/or historic site(s) forms (PDF)
- DAHP archaeological and/or historic site(s) forms (PDF)
- Responses to consultation letters

Task 3.0 – Interpretive Design

Herrera and Studio Understory will develop interpretive opportunities for the Jenkins Creek Trail Phase 1 site in this task (See Attachment D for Studio Understory subconsultant budget. Budget includes interpretive design support for Tasks 4 and 5 in addition to Task 3). The scope includes engaging with the community and tribes to gather input, creating an interpretive plan, and integrating recommendations into the design.

Task 3.1 – Outreach and Engagement

This task builds upon the interpretive planning work completed for the Jenkins Creek Trail Master Plan and advancing themes identified in the interpretive planning session and community surveys conducted in 2024. The goal is to coordinate with the Snoqualmie and Muckleshoot Tribes to refine the interpretive opportunities for Phase 1 of the trail. In collaboration with Herrera, Studio Understory will lead this task. Activities will include:

- Conducting outreach and meetings with the Snoqualmie and Muckleshoot Tribes to gather input on interpretive opportunities and proposed concepts.
- Present a project update and the draft interpretive plan to the Covington Parks and Recreation Commission to provide an overview of progress and collect feedback on the recommendations.

Assumptions

- Tribal outreach will include up to two virtual meetings (up to 2 hours each) with the Snoqualmie and Muckleshoot Tribes to review concepts and gather input. Additional follow-up with tribal representatives will occur via email or phone, as needed.
- Representatives from the Snoqualmie and Muckleshoot Tribes are assumed to be available and willing to participate in meetings and activities within the time frame defined by the project schedule. If tribal representatives are willing to collaborate but unable to meet the initial project schedule, the timeframe for this and associated tasks may be adjusted to accommodate their availability.

EXHIBIT A - SCOPE OF WORK

- Herrera will coordinate with representatives from the Snoqualmie and Muckleshoot Tribes on behalf of the Client to schedule meetings and ensure appropriate participation.

Deliverables.

- Meeting notes summarizing input from virtual meetings with the Snoqualmie and Muckleshoot Tribes, including key takeaways and considerations for the interpretive plan (PDF)
- Draft and Final Presentation materials for the Covington Parks and Recreation Commission meeting (PDF)
- A summary of feedback received during the Parks and Recreation Commission meeting, provided as part of the interpretive plan documentation

Task 3.2 – Interpretive Plan Diagram

This task focuses on creating a conceptual interpretive plan diagram for the Phase 1 trail, building on input gathered through previous outreach and engagement efforts, and aligning with the goals of the Jenkins Creek Trail Master Plan. The plan will identify locations and themes for up to three interpretive signs for the Phase 1 Trail.

The interpretive plan diagram will:

- Identify key opportunities for up to three interpretive signs within the Phase 1 trail site.
- Provide recommendations for themes, content, and locations of interpretive signs.
- Offer preliminary guidance on the size and type of interpretive signs to be developed during design phases.

Assumptions

- One 1-hour virtual meeting with the Client and a total of four staff from Herrera and Studio Understory.
- Feedback from Task 3.1 will inform the development of the plan.
- The interpretive plan diagram will be informed by input from representatives of the Snoqualmie and Muckleshoot Tribes.
- Signs will include Lushootseed language per the RCO grant conditions.
- Background materials, including the Jenkins Creek Trail Master Plan, Jenkins Creek Park Master Plan, and results from prior planning sessions and surveys will be made available to Herrera.
- Interpretive design standards, existing content, and as-built documentation of interpretive elements from other parks that are intended to inform the Phase 1 interpretive elements will be provided by the Client.

EXHIBIT A - SCOPE OF WORK

- Recommendations for interpretive elements will be conceptual and intended to guide Tasks 4 and 5.
- The plan will not include graphic design, detailed content development, or fabrication-ready specifications for interpretive elements.

Deliverables

- A draft interpretive plan diagram (PDF) including:
 - Conceptual recommendations for locations, themes, and content of interpretive elements.
 - Preliminary recommendations for the size and type of interpretive elements.
 - Imagery of precedent elements
- Final interpretive plan diagram incorporating feedback from the Client, tribes, and Parks and Recreation Commission (PDF)

Task 4.0 – 30% PS&E

Herrera will advance the schematic design of the Jenkins Creek Trail Phase 1 to the 30% design level. This includes developing design drawings, an estimate of construction costs, and a preliminary list of specification sections.

The schematic design package will serve as the basis of design for this phase, with refinements and additional details incorporated to advance design on the trail alignment and associated features. Trail design will include a 10-12-foot-wide accessible asphalt trail with gravel edges, connecting SE 264th Pl. through Jenkins Creek Park, the MultiCare site, and adjacent to the Covington Esplanade commercial area, terminating at SE 272nd St. The design also includes enhancements to existing trails within Jenkins Creek Park, the addition of wayfinding and interpretive signage, and a rest/viewing area. Three trail types are planned for these trails: an accessible asphalt trail (primary trail type), gravel trails with timber steps, and restored existing trails. Anticipated drawings for the project plans are as follows:

Drawing Description	Drawing Lead	Number of Sheets	
		30% PS&E	60% PS&E
Cover Sheet – Project Information, Vicinity Map	Landscape	1	1
Sheet Index, General Notes & Abbreviations	Landscape	1	1
Survey	Landscape	6	6
Overall Site Plan	Landscape	1	1
Site Preparation and TESC Plan	Civil	6	6
TESC Notes & Details	Civil	-	3
Trail Plan and Profile	Civil	6	6

EXHIBIT A - SCOPE OF WORK

Drawing Description	Drawing Lead	Number of Sheets	
		30% PS&E	60% PS&E
Trail Enlargement Plan	Civil	1	1
Trail Sections	Civil	-	2
Trail Details	Civil	1	3
Grading and Drainage Plan and Profiles	Civil	-	6
Grading and Drainage Details	Civil	1	3
Structural Plan	Structural	1	1
Structural Enlargement Plans	Structural	2	2
Wall Profiles	Structural	-	1
Wall Details	Structural	1	1
Structural Details	Structural	1	2
Pavement Marking/ Signing Plan	Civil	-	1
Signage Details	Landscape	-	1
Planting Plan	Landscape	1	6
Planting Enlargement Plans	Landscape	-	1
Planting Details & Schedule	Landscape	1	2
Sheet Total		31	57

Toole will support the design team in this task by supporting design, signage and striping strategies for the integration of the trail project into the SR516 right-of-way (See Attachment E for Toole subconsultant scope and budget). One design coordination meeting will be conducted by Herrera and Toole, involving representatives from Covington Parks, Public Works, and WSDOT, to review the project design and identify requirements for this integration.

Lund Opsahl will support structural design during this task, providing input on any necessary structural components of the trail, such as retaining walls or other structural features identified in the schematic design (See Attachment F for Lund Opsahl subconsultant scope and budget).

Assumptions

- Trail design will use WSDOT standards for Shared-Use Paths (WSDOT Design Manual Chapter 1515).
- Trail design will include accessibility features for compliance with the Americans with Disabilities Act.
- Based on the recommendations and decisions made in the Trail Master Plan and Phase 1 Schematic Design, Lighting will not be included in trail design.
- 30% Design will kick off with a site walk with Client representatives and the Design Team including Landscape Architecture, Civil Engineering, and Structural Engineering.

EXHIBIT A - SCOPE OF WORK

- The design team will conduct a 1.5-hour virtual coordination meeting with Parks, Community Development, and Public Works to review project objectives and approach to permitting, stormwater management, and proposed mitigation strategies.
- The design team will attend one 1-hour coordination meeting with the City and WSDOT to coordinate design requirements.
- The project specifications will use the WSDOT standard specifications and include Special Provisions where necessary.
- The Client will provide reference files for the Project Manual upon return of Client comments on the 30% design. The Project Manual will include the Client's relevant current base construction contract documents, project and bid information, bid proposal documents, and special provisions. Herrera will develop the Project Manual based on the Client's standard documents.
- Up to three Herrera designers, with at least one engineer and one landscape architect will attend the progress meeting with the Client following submittal of the 30% design to address high level comments (up to 2 hours).
- The Interpretive Plan will identify preliminary locations for wayfinding and interpretive signs. The project documents, prepared under this task, will locate the signs and reference City or WSDOT standard details for posts and footings.
- Parks PM will manage all internal Client coordination with other City departments. All comments received from City staff will be compiled and confirmed by Parks PM prior to being sent to Herrera.

Deliverables

- 30% Design Drawings (PDF), as noted above.
- 30% Design opinion of probable construction costs (XLSX and PDF)
- List of Specification Special Provisions to be prepared for future design phases (DOCX)
- Responses to 30% design comments (Excel).

Task 5.0 – 60% PS&E

Herrera will progress the 30% design as approved by the Client to a 60% design level, including design drawings, estimate of construction cost, and specification special provisions. The design will incorporate comments on the 30% design from the Client. A preliminary stormwater report will be prepared describing the goals of the project, tributary basin delineations, and hydrologic modeling results to support local permitting requirements.

EXHIBIT A - SCOPE OF WORK

Assumptions

- The Client will provide one set of compiled comments on the 30% design deliverables.
- The Client will provide sample Bid Proposal and Division 1 specifications as a template.
- The Interpretive Plan Diagram will identify locations for wayfinding and interpretive signs. The project documents, prepared under this task, will locate the signs and reference City or WSDOT standard details for posts and footings. If custom details are required, they will be included in this task.
- The design team will attend one 1-hour coordination meeting with the City and WSDOT to coordinate design requirements.
- Parks PM will manage all internal City coordination with other City departments. All comments received from City staff will be compiled and confirmed by Parks PM prior to being sent to Herrera.
- Hydrologic modeling will be done with the current version of the Western Washington Hydrology Model (WWHM) to design proposed infiltration or flow control facilities, no downstream analysis is required.

Deliverables

- 60% Design Drawings (PDF) (including progress to those listed in the 30%)
 - Planting Details
 - Interpretive Details
 - Paving and Drainage Plans and Details
 - Trail Striping and Signage Plan (as needed)
- Draft 60% Design opinion of probable construction costs (XLSX and PDF)
- Draft 60% Design Special Provisions to the WSDOT Standard Specifications (DOCX)
- Preliminary Stormwater Report (DOCX and PDF)

Task 6.0 - Permitting

Herrera will lead the permit package development and submittal for the following State of Washington and City of Covington permits:

- SEPA Checklist
- WSDOT General Permit
- City of Covington Permits including:
 - Land Use Permit

EXHIBIT A - SCOPE OF WORK

- Critical Area Review
- Stormwater Permit
- Grading Permit
- Building Permit
- Minor Tree Removal Permit

Herrera will coordinate the preparation of all required materials for permits with the City. Herrera will attend one consolidated City of Covington Pre-application meeting lead by the Client to review proposed project as shown in the approved 30% design set that is developed under Task 4.0. Final permit application material will be based on information provided and approved as part of the 60% design set that is developed under Task 5.0. Herrera will work with the city to facilitate the SEPA environmental review process.

Assumptions

- Based on review of the Staff Report for the Covington Legacy site (LU05-0055/2008 & LU07-0002), dated May 02, 2007, VIII. Sensitive Areas Findings, Conclusions, and Recommendations, A. Sensitive Areas – Findings, 15., it is noted that buffer enhancements completed for the Covington Legacy project met the requirements to mitigate for the impacts of the trail when it is completed by the City in the future. No additional buffer mitigation will be required for the trail on City parcel 1796310090.
- Trail development will avoid all direct impacts to wetlands and Waters of the US and State.
- No permits aside from those listed above will require support from Herrera's team.
- Pre-application meeting will be a 1-hour virtual meeting with City staff and attended by Herrera Project Manager, Landscape Architect, Civil Design Lead, and Permit Specialist.
- No public comment period is required for a SEPA Checklist; therefore, no comment coordination, posting, or response is needed.
- All permit fees will be paid for or waived by the Client.
- A Level II or III arborist assessment is not included.
- This scope of work is based on the codes and regulations in effect at the time of writing. Any additional work required due to changes in regulations, ordinances, or permitting requirements occurring after this proposal has been prepared is not included in the scope and would require a contract amendment.
- The contractor will acquire all necessary utility permits.
- Right-of-Way Use permits are not included.

EXHIBIT A - SCOPE OF WORK

- Based on the preliminary regulatory review completed during the prior phase of the project, the proposed trail alignment described in the Schematic Design is assumed to be generally permittable, including impacts to critical areas and buffers as described. However, final permit feasibility and approval are subject to review and determination by regulatory agencies.
- The Client will assume responsibility for the submission and management of all permit applications prepared under this scope of work, including coordination with regulatory agencies and payment of associated fees.
- Herrera will spend up to 40 hours coordinating with the client and regulators to obtain permits.
- Coverage under Ecology's Construction Stormwater General Permit will be applied for under a future task closer to the time of construction.
- Permit comments will be responded to and included in the 90% Design deliverable.

Deliverables

- Permit tracking log to document submittals, review timelines, and status updates for all required permits.
- Draft and Final SEPA Checklist
- Draft and Final Land Use Application Form, and any other forms required as part of the City of Covington and Site Development permits.

Task 7.0 - Supplemental Coordination and Support

This task provides for flexible, on-call support to address unanticipated tasks related to Phase 1 design and/or the trail master plan. Up to \$15,000 will be allocated to support coordination, engagement, and other project needs as they arise. This time may be used by Herrera and/or subconsultants as appropriate to meet project requirements.

Activities under this task may include, but are not limited to:

- Participation in additional tribal coordination meetings.
- Coordination meetings with City departments, including Parks, Public Works, and Community Development, to address emerging project needs.
- Engagement with WSDOT or King County Parks for tasks related to Phase 1 design or broader trail master plan efforts.
- Support for unforeseen stakeholder engagement or public outreach needs.

EXHIBIT A - SCOPE OF WORK

- Review and coordination of new or evolving project elements, such as technical analyses, design considerations, or integration with other related projects.
- Subconsultant efforts required to support unanticipated needs, such as specialized technical input.
- Grant support and/or reporting.

Assumptions

- Tasks will be assigned at the Client's request and approved prior to initiation.
- Time will be allocated to Herrera and/or subconsultants based on the nature of the task and project requirements.
- All efforts will be documented and included in monthly progress reports.

Deliverables

- Meeting summaries, coordination notes, and relevant documentation for on-call tasks as needed (PDF).
- Updates on task allocation and decisions provided in monthly progress reports.

Project Schedule

Task	Duration	Start
1.0 – Project Management	Ongoing	NTP
2.0 – Site Investigations and Reporting	30 days	NTP
3.0 – Interpretive Design	150 days	NTP
4.0 – 30% PS&E	50 days	NTP +30 days
5.0 – 60% PS&E	115 days	Task 4.0 Completion
6.0 – Permitting	50 days	Task 5.0 Completion
7.0 – Supplemental Support	Ongoing	As needed



Cost Estimate for Jenkins Creek Trail - Professional Services
Herrera Project No. 24-08569-000
2/10/2025

2/10/2025			Task No.																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																
-----------	--	--	----------	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Note: Herrera adjusts labor rates annually in January unless contract specifies otherwise.



February 6, 2025
24-272

Chuck McDowell, L.A.
Herrera
2200 Sixth Avenue, Suite 1100
Seattle, WA 98121
mcmdowell@herrerainc.com

Re: Professional Surveying Services Proposal - DRAFT
City of Covington - Jenkins Creek Trail

Dear Chuck,

Atlas Technical Consultants, LLC (ATLAS) is pleased to provide this proposal for professional surveying and mapping services in support of Herrera on the City of Covington Jenkins Creek Trail project.

Background

Jenkins Creek Trail will be an important local, multi-use, recreation trail that will run through the city connecting neighborhoods, schools, healthcare facilities, parks, and commercial areas. The vision is for the trail to connect to the King County's regional trail system at either end, providing local access to the region's trail network. A master plan for the trail was completed in 2024. The city is now focused on building the first phase of the trail. Schematic level design for the first phase has been completed and the city is looking for a consultant team to advance design and support the advancement of this trail project.

Project Limits

The area to be surveyed is all within portions of King County Tax Parcels 179631-0100, 864960-0240, 864960-0220, 302206-9068, 179631-0090, 302206-9053 owned by the City of Covington and covers approximately 3 acres.

Please see Exhibit A, Surveying Limits, attached to this proposal.

Scope of Services

1. Surveying and Mapping

1.1. Survey PM, Admin, QA/QC

This task includes the survey project management, administrative duties, and quality control required for a project of this complexity and magnitude. Depending on the project requirements, ATLAS will assign a Survey Project Manager, Assistant Project Manager, and Survey Quality Leader for this project.

1.2. Survey Control

This task includes the establishment of survey control, or the recovery of existing survey control, as required for the project. Typically, survey control will be set, found, or referenced utilizing Real-Time Kinematic (RTK) GPS (GNSS) and the Washington State Reference Network (WSRN) in conformance with industry standards. This survey control is then typically

propagated, as required, utilizing standard terrestrial total station measurements.

- Geodetic Survey Control (Coordinates)
 - Current WSRN coordinate system is NAD83-2011 Epoch 2010.00 Coordinates.
 - Horizontal survey work shall reference the Washington State Plane Coordinate System of 1983 as established in accordance with Chapter 58.20 RCW.
 - Vertical Datum for the survey work shall reference the NAVD88.
- Cadastral Survey Control (Lines established and marked on the ground by suitable monuments, which are used as starting and closing points in surveys of the public domain of the United States.)
- Units shall be in US Survey Feet.

1.3. Field Surveying and Mapping

This task includes the field surveying and mapping required for this specific effort. Traditional Total Station and GPS technologies will be used to collect the field data for use in the creation of a basemap. All found features will be located within the mapping limits.

Topographic and Planimetric

1. Up to 30 wetland flags, set by others.
2. Sufficient points to generate a 1-foot contour basemap.
3. Trees 6" and greater DBH will be surveyed and identified as either evergreen or deciduous.

1.4. Utility Surveying Services

1. Surface Observable utilities will be located as found within the surveying limits.
2. Measure Downs for sewer manholes, catch basins and storm drain manholes with pipe size, material, direction, and invert elevations will be obtained, if possible, at each structure.
3. Nearest drainage structure outside the mapping limits will also be collected.
4. Underground Conductible Utility Locates will be mapped.
5. Available as-builts and plans will be researched and used to identify utilities within the project area, if any.

1.5. Office Processing

This task includes the office processing of the collected survey data, data extraction, field book note reductions, CADD drafting, and other duties required for the generation of the deliverable(s).

1.6. Supplemental Surveying and Mapping

This task includes two additional field and office work for supplemental surveying.

Understandings

1. Health, Safety, and Security are priority. ATLAS personnel will not proceed if the conditions are deemed unhealthy, unsafe, or not secure from harm of any type.
2. ATLAS is not responsible for any delays due to conditions outside of ATLAS's control.
3. Surveying services provided by ATLAS will be prepared under the supervision and seal of a Washington State Professional Land Surveyor.

4. The fee estimate expires 90 days after this dated proposal and may need to be revised thereafter.
5. Rights-of-Entry will be organized, granted, and confirmed by The Client or Others prior to dispatching the survey crew.
6. Permits will not be required for ATLAS's efforts.
7. GIS from The County, for utilities and/or other information, will be provided to ATLAS.
8. Heavily-wooded site – ATLAS is not providing an exhaustive search for unknown artifacts that might be obscured by heavy vegetation. It is possible that certain items may not be discovered during the survey.
9. A Record of Survey/setting of property corners is not a part of these services.
10. Confined space entry will not be required.
11. Drafting will comply with ATLAS drafting guidelines, unless otherwise specified prior to commencement of field work.
12. Geotechnical bores, potholes, hand holes, and test pit locations are NOT a part of these tasks.
13. Clearing of brush to create paths for surveying will be authorized by the property owner(s).
14. The effort for this task is constrained by the allocated budget.

Deliverables

1. AutoCAD Civil 3D 2023 survey base map at 1' = 20'.
2. XML containing the digital terrain model (DTM), surveyed topographic and control points with descriptors.
3. Signed pdf copy of the mapped areas, if required.
4. Field book notes, if required.

Level of Effort

\$56,109

Atlas appreciates the opportunity to present this proposal. If you have any questions, please feel free to call.

Sincerely,
Atlas Technical Consultants, LLC



Erik VanBuskirk, PLS
Sr. Project Manager

Exhibit A – Approximate Jenkins Creek Trail alignment

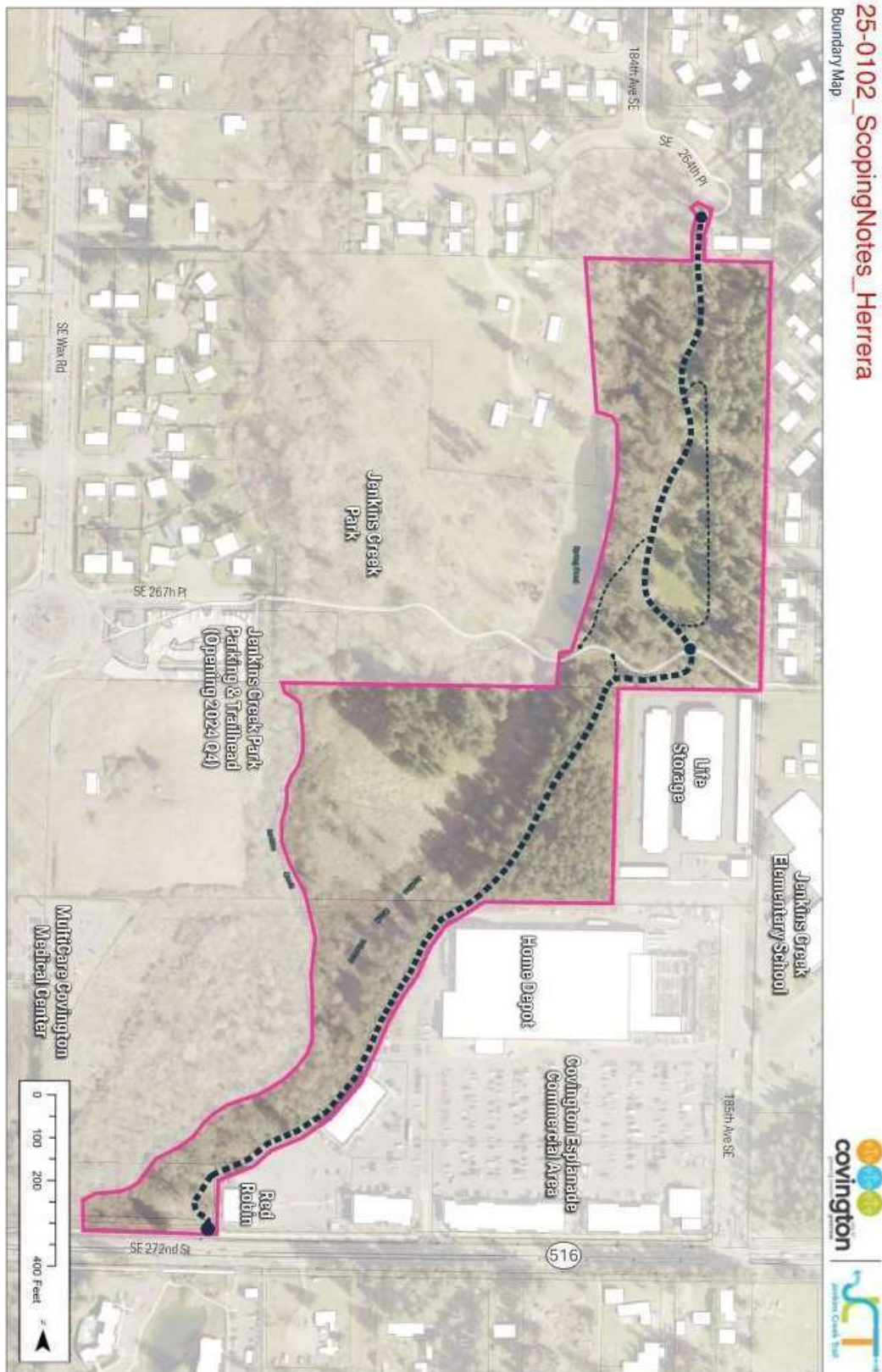


Exhibit B – Survey Limits (Solid Blue Line)

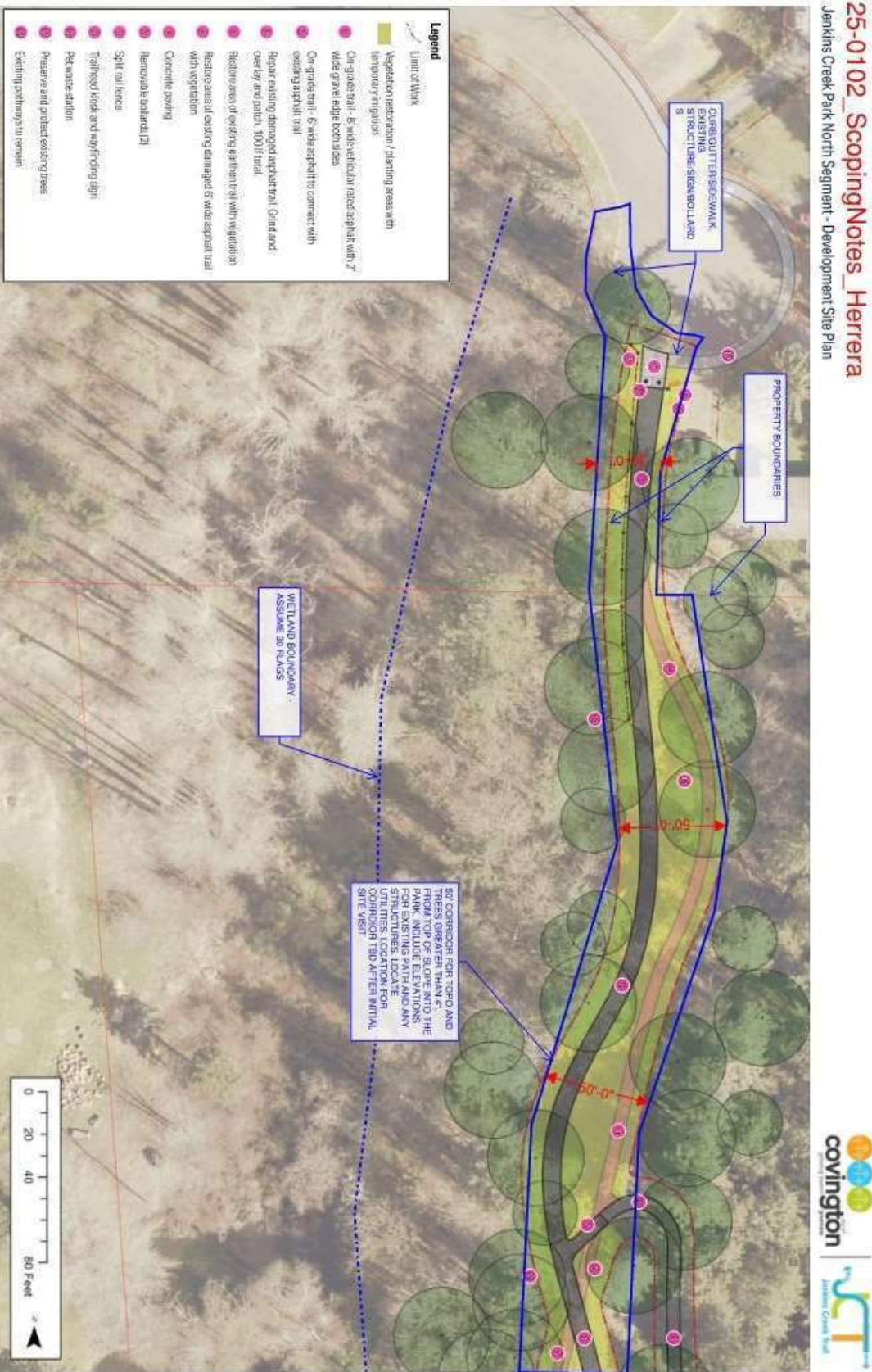


Exhibit B – Survey Limits (Solid Blue Line)

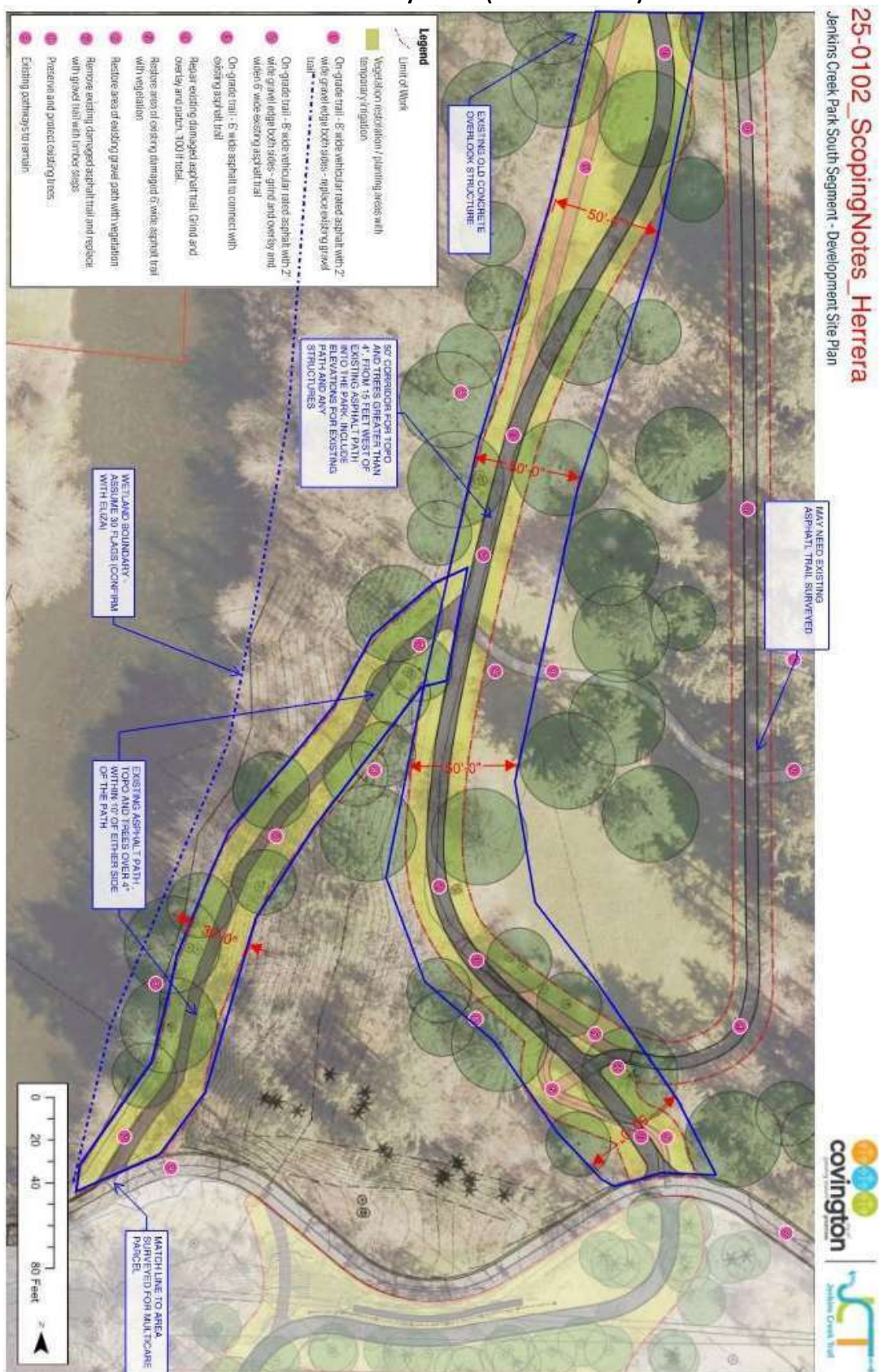


Exhibit B – Survey Limits (Solid Blue Line)



Exhibit B – Survey Limits (Solid Blue Line)

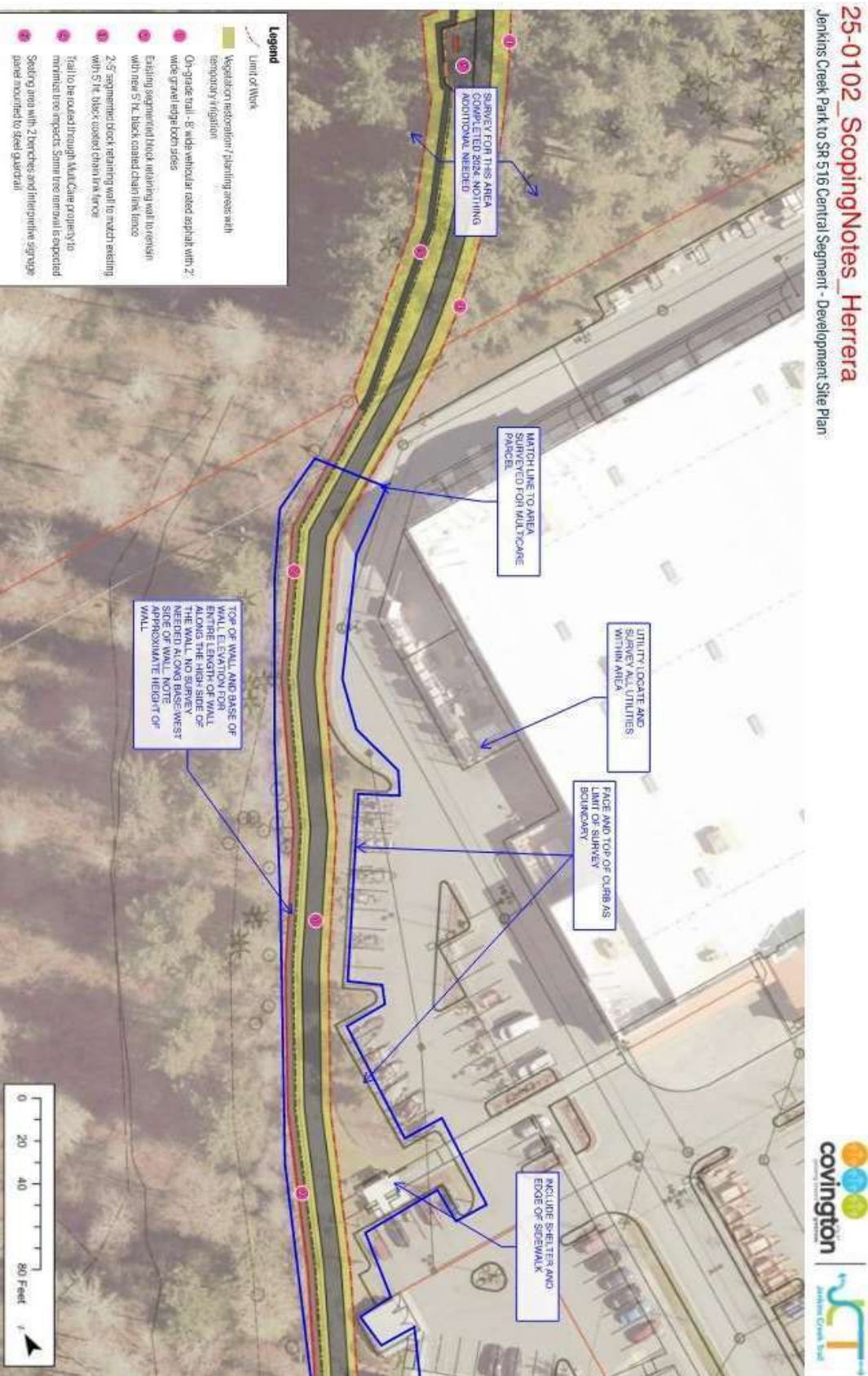
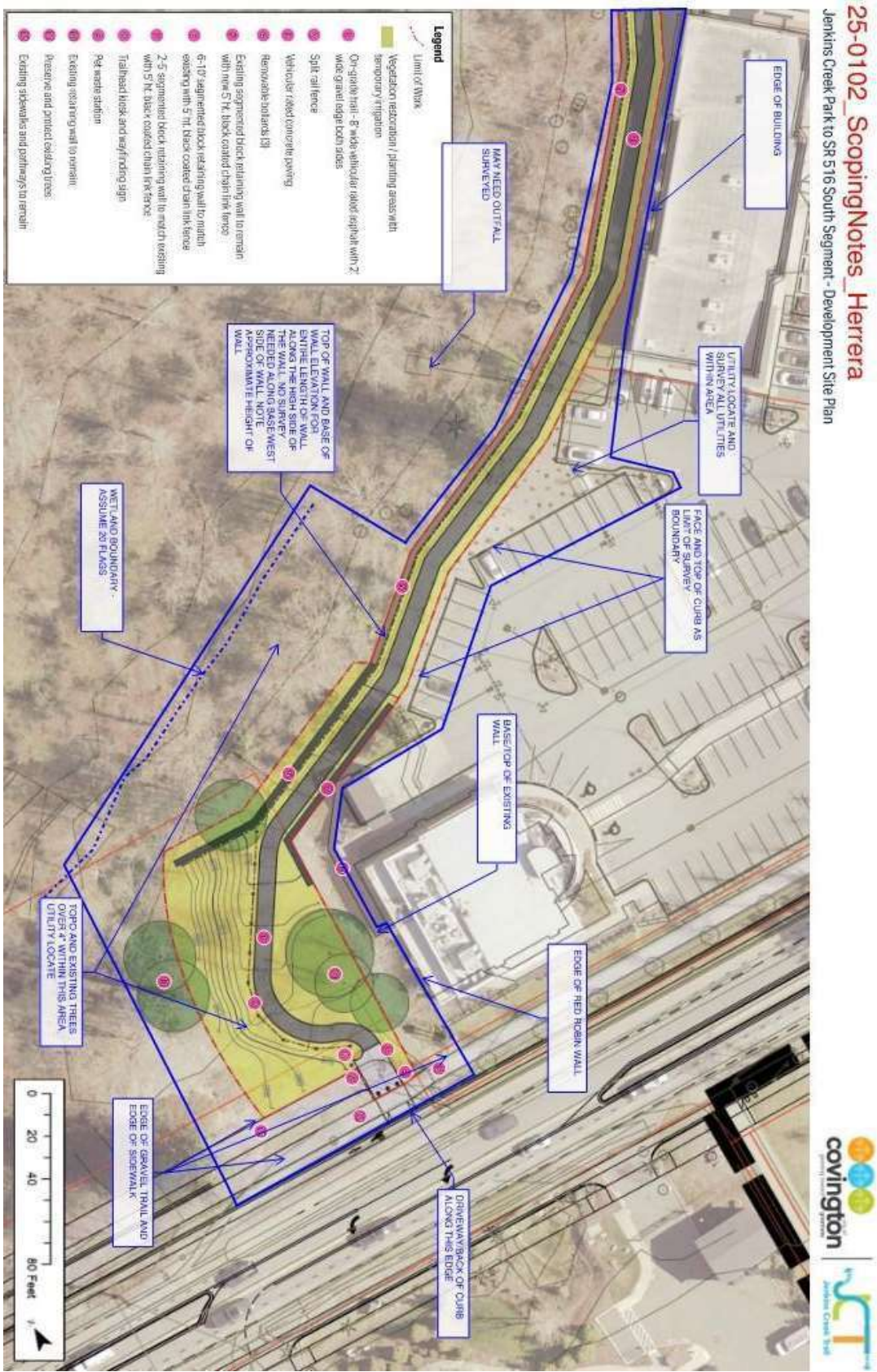


Exhibit B – Survey Limits (Solid Blue Line)





1 ALLIANCE
GEOMATICS
— AN ATLAS COMPANY —

Director	Land Surveyor 3	Land Surveyor 3	Land Surveyor 2	Eng Aid 4	Eng Aid 4	Eng Aid 4	Eng Aid 2	Admin Assist 5	Admin Assist 5	
Principal	PM	QM	PLS/Project	CADD 5	CADD 4	TECH 5	TECH 3	APM	ACCT	FEE
\$ 278.45	\$ 205.04	\$ 205.04	\$ 139.23	\$ 159.48	\$ 159.48	\$ 159.48	\$ 101.26	\$ 139.86	\$ 139.86	
										TASK
1	4	4						4	4	\$ 3,038
1	4	2	4			16	16			\$ 6,237
1	8	4	8			64	64			\$ 20,540
1	2	2		8		8	8			\$ 4,460
1	4			64						\$ 11,305
1	2	2		16		16	16			\$ 7,822
										\$ -
										\$ -
										\$ -
										\$ -
6	24	14	12	88	0	104	104	4	4	360
\$ 1,671	\$ 4,921	\$ 2,871	\$ 1,671	\$ 14,034	\$ -	\$ 16,586	\$ 10,531	\$ 559	\$ 559	\$ 53,403
TOTAL DIRECT BURDENED SALARY COSTS										\$ 53,403
OTHER DIRECT COSTS										
MILEAGE (TOTAL MILES)			780		\$ 0.70					\$ 546
PER DIEM (DAYS)										\$ -
LODGING (DAYS)										\$ -
MATERIALS & SUPPLIES										
OTHER (DESCRIBE)										
SUE LOCATES					APS Utility Locates					\$ 2,160
TOTAL OTHER DIRECT COSTS										\$ 2,706
GRAND TOTAL FEE ESTIMATE										\$ 56,109



January 13, 2025

HWA Proposal No. 2025-P005-21

Herrera Environmental Consultants

2200 6th Avenue Ste. 1100

Seattle, Washington 98121

Attention: Mr. Chuck McDowell, Landscape Architect

Transmitted via email to: *cmcdowell@herrerainc.com*

**Subject: PROPOSAL FOR GEOTECHNICAL ENGINEERING SERVICES
Jenkins Creek Trail Phase 1
SE 254th PL to SR 516
Covington, Washington**

Dear Chuck:

HWA Geosciences Inc. (HWA), a certified women-owned and minority-owned business, is pleased to submit this proposal for geotechnical engineering services in support of the Jenkins Creek Trail project in Covington, Washington (site). This proposal has been prepared with information provided by Herrera Environmental Consultants (Herrera; project civil engineer).

PROJECT BACKGROUND

The City of Covington (City) proposes to develop approximately 3 miles of a multi-use, recreation trail that will run through the city connecting residential and commercial areas, schools, and existing parks. The Phase 1 development area includes the open space adjacent to Jenkins Creek and spans between SE 254th PL (Jenkins Creek Park) and SE 272nd Street (SR 516). Anticipated improvements include constructing new and/or extending existing retaining walls (up to 10 feet in height), new asphalt paved pathways, new stormwater facilities, kiosks, signage, an overlook deck, and associated improvements. Excavations for the proposed improvements are expected to extend less than 10 feet below ground surface.

PROPOSED SCOPE OF SERVICES

HWA will provide geotechnical engineering services in support of the proposed development. Specifically, HWA will complete the following activities.

PROJECT MANAGEMENT

Attachment B (HWA Scope and Budget)

January 13, 2025

HWA Proposal No. 2025-P005-21

- **Invoice Generation and Processing:** HWA will prepare monthly invoices, and progress reports for the duration of the project.
- **Geotechnical Task and Contract Management:** HWA will provide task management to all geotechnical related aspects of the project. HWA will correspond with the design team in the form of meetings, emails, and telephone calls, as necessary.
- **Project Meetings:** HWA will participate in up to four (4) one-hour virtual design team meetings.

GEOTECHNICAL ENGINEERING SERVICES – Predesign

- **Collect and Review Available Geotechnical Data:** HWA will collect and review readily available geotechnical information in the vicinity of the project site. This review will include online geotechnical databases, geologic maps, the HWA library, and geotechnical information provided by Herrera and the City.
- **Site Walk:** HWA will participate in one (1) site walk with the design team to review proposed work and provide a qualitative assessment of existing slope conditions. Slope stability analysis is not included in predesign, but will be provided for 60% design services.
- **Conduct Utility Locates:** HWA will mark the proposed exploration locations and arrange for utility locates using the Utility Notification Center and a private utility locate subcontractor. HWA will make additional site visits to verify that the proposed locations of the borings are clear of utilities prior to finalizing the exploration plans and mobilizing the equipment.
- **Develop a Project-Specific Health and Safety Plan (HASP):** HWA will generate a HASP describing the potential hazards associated with the exploration work and the processes and procedures to ensure health and safety during HWA's field operations.
- **Generate Geotechnical Subsurface Exploration Plan:** HWA will prepare a Geotechnical Subsurface Exploration Plan Memoranda for the proposed exploration program. The work plan will be submitted to the design team and City for review and approval. The work plan will detail the type, location, and extent (depth, sampling interval, in-situ testing and instrumentation installation) of proposed field explorations along with logistics necessary to perform the work. The work plans will also be used for utility locating clearances and for permitting that may be necessary to access the exploration locations. We assume the City or Herrera will provide any required permits or rights of entry at no cost to HWA.
- **Conduct Field Explorations** HWA will conduct up to 8 hand holes with Dynamic Cone Penetrometer (DCP) to assess the subsurface soil and groundwater conditions along the proposed trail alignment (assume two days). Each of the explorations will be logged by an HWA geologist or geotechnical engineer. All drilling spoils will be minimal and contained on site.
- **Generate Boring Logs and Assign Laboratory Testing:** HWA will prepare summary boring and perform laboratory testing to evaluate relevant physical properties of the site soils.

Laboratory testing could include moisture content, grain-size distribution, organic content, and Atterberg Limits.

- **Pre-design Infiltration Assessment:** HWA will assess infiltration feasibility using the grain size data obtained from the hand holes. HWA will communicate a preliminary assessment to the team via email.
- **Pre-design Geologically Hazardous Areas Assessment:** HWA will assess potential geologic hazards per Chapter 18.65, Article III of the City of Covington Municipal Code (CMC). HWA will communicate its findings to the team via summary email. Results of geologic hazard assessment will be included in the draft and final geotechnical report.

GEOTECHNICAL ENGINEERING SERVICES – 60% Design

- **Geotechnical Investigation:** HWA will conduct a geotechnical field investigation program for the project. The following tasks will be included in the program:
 - Develop a Geotechnical Subsurface Exploration Plan that identifies the type, location, and extent of the proposed field exploration. HWA will coordinate and manage subcontractors needed to perform the geotechnical exploration. The work plans will also be used for utility locating clearances and for permitting that may be necessary to access the exploration locations. HWA assumes the City or Herrera will provide any required permits or rights of entry at no cost to HWA.
 - An HWA field representative will perform a site reconnaissance to observe field conditions and verify and mark boring locations for utility locates. HWA will make one additional site visit to verify that the proposed boring location is clear of utilities prior to mobilizing the field equipment.
 - Advance one (1) boring at the location of the proposed retaining wall to obtain soil and groundwater information for use in design and construction of the project. HWA will subcontract the drilling rig and operator. The boring will extend to a depth of approximately 80 feet below-ground-surface, or to practical refusal, whichever occurs first.
 - Install a groundwater monitoring well in the boring to manually monitor groundwater levels. An HWA field representative will visit the site monthly, for a duration of three months, to collect manual water level readings. These three site visits will be performed during the wet season to obtain the approximate seasonal high groundwater level.
 - Prepare a summary boring log and perform laboratory testing to evaluate relevant physical properties of select soil samples. For budgetary purposes, HWA has assumed up to 10 sieve analysis, 2 Atterberg tests, and 12 moisture content determinations.
- **Geotechnical Engineering Analysis and Reporting:** HWA will perform geotechnical engineering analysis to develop recommendations for the design of the proposed improvements.

Attachment B (HWA Scope and Budget)

January 13, 2025

HWA Proposal No. 2025-P005-21

The results of the review of available geotechnical information, geotechnical engineering analysis, and geotechnical conclusions and recommendations will be summarized in a draft geotechnical engineering report. Upon receipt of consolidated comments from the design team and the City, HWA will prepare a final geotechnical engineering report, which will be stamped by a licensed geotechnical engineer. The geotechnical engineering report will include the following:

- Summary of existing geological and geotechnical data for the project site.
- Results of the exploration and laboratory testing, descriptions of surface and subsurface conditions, and a site plan showing the exploration location and other pertinent features.
- Seismic soil site class and seismic design parameters per the requirements of the 2021 International Building Code and ASCE 7-16.
- Develop up to 3 geologic profiles for slope evaluations. Figures would not be generated at these locations.
- Evaluation of seismic hazards including estimates of liquefaction-induced settlements and potential for lateral spreading using simplified empirical methods, if applicable. It should be noted that evaluation will be limited to the depth of the exploratory boring. Hand holes might not be deep enough to assess seismic hazards beyond their termination depth.
- Recommendations for shallow foundations for the proposed overlook deck including ultimate and allowable bearing pressures, coefficient of friction, and minimum footing width and embedment. Assume two potential locations.
- Recommendations for lateral earth pressures for retaining walls and temporary shoring and below-grade structures, if applicable.
- Slope stability analysis using limit equilibrium methods. HWA will analyze up to 3 slope profiles.
- Evaluation of total and differential static settlements for shallow foundations.
- Develop design recommendations for site pavement and/or surfacing.
- Evaluation of the potential for stormwater infiltration feasibility, based on grain-size analyses and groundwater depth obtained from the monitoring well. If infiltration is deemed feasible based on grain size and groundwater level, infiltration testing will be conducted during an additional phase of work (see optional task below).
- Assessment of geologically hazardous areas per Chapter 18.65, Article III of the City of Covington Municipal Code (CMC).

Attachment B (HWA Scope and Budget)

January 13, 2025

HWA Proposal No. 2025-P005-21

- Recommendations for earthwork and grading, including subgrade preparation, structural fill placement and compaction, and temporary shoring and dewatering considerations.
- HWA QA/QC: All design calculations and recommendations will be reviewed by a senior principal prior to distribution to the design team and the City.
- Prepare Draft Geotechnical Report: HWA will prepare a draft geotechnical report for the project. This report will contain the results of the explorations and analyses, including descriptions of surface and subsurface conditions, a site plan showing exploration locations and other pertinent features, summary boring logs, and laboratory test results. The report will provide geotechnical recommendations for each of the proposed improvements based on our current understanding of the design.
- Respond to Geotechnical Related Review Comments: HWA shall provide written responses to review comments. The written responses shall be provided in the form of emails to the design team.
- Prepare Preliminary Geotechnical Report: HWA will prepare a preliminary geotechnical report for the project. This report will develop HWA's draft geotechnical engineering report with any comments provided by the design team or the City during the 60 percent plans. The preliminary report will provide geotechnical recommendations for each of the proposed improvements. Geotechnical engineering report will be finalized at a later phase during final design (90%).

OPTIONAL TASK – Small-scale Pilot Infiltration Tests (PITs)

HWA will complete up to three (3) small-scale Pilot Infiltration Tests (PITs) at proposed stormwater facility locations. Infiltration test depths will approximately match the elevation of the proposed bottom of infiltration facility. Prior to completing the PITs, exploration locations will be marked in the field and utility locates will be coordinated through the Washington Utility Notification Center. A private utility locator will also be hired. Upon completion of the PITs, the base of the PIT will be excavated to characterize the infiltration receptor soils. Excavations will extend at least 5 feet below the test depth, or until groundwater is encountered, whichever occurs first. A representative from HWA will log the PITs and direct the work. Soil samples will be collected from the PIT excavations at representative depths and will be transported to HWA's Bothell laboratory for further testing. Testing will include up to four (4) combined grain size analyses.

Results of the PITs and design infiltration rate recommendations will be included in the updated draft and final geotechnical reports.

ASSUMPTIONS

HWA made the following assumptions when preparing this scope of services and cost estimate:

- A total drilling footage of 80 feet has been assumed for budgetary purposes.
- The boring locations will be located using handheld GPS and/or measurement from existing known features.
- Drilling will be completed using hand auger, mud rotary, or hollow stem auger techniques.
- Upon completion of sampling and logging, boreholes will be decommissioned in accordance with the requirements of WAC 173-160.
- Excess cuttings from exploratory borings will be properly disposed of off-site.
- Rights of entry onto private property for drilling activities, if required, will be coordinated by Herrera and the City.
- HWA will have access to the sites to perform field explorations. Tree and large brush removal, if required, will be coordinated by Herra and the City.
- All fieldwork will be accomplished during normal daylight workdays and hours, with at least a minimum of 8 hours available per day. The geotechnical field investigation will be completed under one mobilization.
- The geotechnical exploration proposed herein will not be used to assess site environmental conditions. The soil and groundwater at the project site are assumed to be free of contamination.
- Traffic control measures will be limited to traffic cones and signage surrounding the work area. Site specific traffic control plans will not be required.
- All geotechnical soil samples will be disposed after 6 months of being collected. Long-term storage of soil samples is not included.
- Laboratory testing will not include cation exchange tests or tests for organic content.
- Site response analysis and site-specific ground motion hazard analysis will not be required.
- Design project elements to resist the effects of liquefaction and lateral spreading will not be required (e.g., ground improvement, deep foundations, etc.).
- Recommendations for deep foundations are not included.
- If the optional small-scale PITs task is required, it will be completed under its own separate mobilization.
- Construction phase services are not included. If these services are needed, a budget amendment will be required.

Attachment B (HWA Scope and Budget)

January 13, 2025
HWA Proposal No. 2025-P005-21

- All costs are estimated and may be increased or decreased within the limits of the total budget at the discretion of HWA’s project manager.

PROJECT BUDGET

HWA’s services will be provided on a time-and-expense basis for an amount not to exceed **\$118,142**, as detailed in Table 1 and the attached level of effort spreadsheets (Attachment 1 and 2). HWA will not exceed the above cost estimates without your written authorization.

Table 1: Project Totals and Summary

Geotechnical Services	\$86,364
<i>Pilot Infiltration Testing (Optional)</i>	\$31,778
Grand Total:	\$118,142

The budget presented in this proposal reflects an estimate based on our current understanding of the project requirements for a scope of work developed from the information provided. If the actual level of effort exceeds the level of effort assumed herein, HWA will contact you immediately to discuss any necessary modifications to our scope of services and/or fees. HWA reserves the right to transfer hours and budget dollars between tasks to satisfy project requirements.

AUTHORIZATION

To authorize HWA’s services, please prepare a subconsultant services agreement consistent with previous agreements between Herrera and HWA.

_____ ○ • ○ _____

Attachment B (HWA Scope and Budget)

January 13, 2025

HWA Proposal No. 2025-P005-21

Thank you for the opportunity to provide this proposal for geotechnical engineering services. Should you have any questions regarding this proposal, or require additional services, please contact us at your convenience.

Sincerely,

HWA GEOSCIENCES INC.



Amy Power, P.E.
Geotechnical Engineer

Sandy R. Brodahl, P.E.
Geotechnical Engineer, Principal

Enclosures: Attachment 1, Level of Effort Spreadsheet Geotechnical Services
 Attachment 2, Level of Effort Spreadsheet Pilot Infiltration Testing (Optional)

ALP/SB

Attachment B (HWA Scope and Budget)

Attachment 1: Project Cost Estimate
Jenkins Creek Trail Phase 1 - SE 264th PL to SR 516
Covington, Washington
Prepared for Herrera



HWA Ref: 2025-P005-21
Date: 13-Jan-25
Prepared By: ALP/SB

Scope of Work
Refer to the project scope of work document.

WORK TASKS	2025 BILLING RATES								TOTAL HOURS	TOTAL AMOUNT
	Principal IX	Geotech. Eng. VIII	Geotech. Eng. V	Hydrogeologist IV	Geotech. Eng. III	CAD	Contracts Administrator	Administrative Support		
DESCRIPTION	\$345.00	\$320.00	\$215.00	\$200.00	\$160.00	\$120.00	\$175.00	\$120.00		
Project Management and Meetings										
Project setup			2				1	2	5	\$845
Project Meetings (4- 1-hour virtual meetings)		4	4						8	\$2,140
Invoice Generation and Processing			12					12		
Geotechnical Task and Contract Management			12						12	\$2,580
Geotechnical Engineering Services - Predesign										
Collect and review available geotechnical data			4						4	\$860
Geologically hazardous areas assessment		2	6						8	\$1,930
Site walk with design team (half day plus drive time)			6						6	\$1,290
Conduct utility locates (two site visits)			2		8	1			11	\$1,830
Develop Health and Safety Plan			4						4	\$860
Generate Geotechnical Subsurface Exploration Plan			2		6	2			10	\$1,630
Conduct Field Explorations (includes up to 8 hand holes, two days)			2		24				26	\$4,270
Generate Boring Logs and Assign Laboratory Testing		2	2		4				8	\$1,710
Predesign infiltration assessment		1	2	2	4				9	\$1,790
Email summary of predesign geologically hazardous areas assessment		1	2						3	\$750
Email summary of predesign infiltration and geohazard assessment		1	2						3	\$750
Geotechnical Field Investigation - 60% Design										
Develop Geotechnical Subsurface Exploration Plan			1		3	1			5	\$815
Site reconnaissance and utility locates			1		6				7	\$1,175
Field exploration (assumes 1 boring installed as monitoring well, 1 day)			2		10				12	\$2,030
Preparation of summary boring logs and assign laboratory testing		1	1		2				4	\$855
Groundwater monitoring (assumes 3 site visits, manual readings)			2		12				14	\$2,350
Geotechnical Engineering - 60% Design										
Evaluate field and laboratory data		2	8						10	\$2,360
Generate seismic design parameters (IBC 2021)		2	4						6	\$1,500
Develop geologic profiles for slope evaluation (assume 3)		2	6		12	8			28	\$4,810
Evaluate seismic hazards (liquefaction, lateral spreading, settlement)			8		10				18	\$3,320
Shallow foundation recommendations			6						6	\$1,290
Retaining wall recommendations and stability analyses (1 profile)		2	8			4			14	\$2,840
Slope stability analyses (up to 3 profiles)		2	8		16				26	\$4,920
Evaluation of total and differential static settlements for shallow foundations			4						4	\$860
Pavement design recommendations		4	4						8	\$2,140
Stormwater infiltration feasibility	4		4						8	\$2,240
Earthwork recommendations and construction considerations		2	4						6	\$1,500
HWA internal QA/QC	2	6							8	\$2,610
Prepare draft geotechnical report		6	8		20	4			38	\$7,320
Prepare revised geotechnical report (60% design)		2	4			2			8	\$1,740
Miscellaneous engineering support		2	4						6	\$1,500
TOTAL LABOR CHARGES:	6	44	151	2	137	22	1	14	353	\$71,410

LABORATORY TESTING SUMMARY:			
Test	Est. No. Tests	Unit Cost	Total Cost
Moisture Content w/Description	12	\$30	\$360
One-Dimensional Consolidation Test	0	\$1,000	\$0
Percent Passing #200 Sieve	0	\$115	\$0
Grain Size Sieve Analysis -wet	2	\$140	\$280
Combined Grain Size & Hydrometer	6	\$280	\$1,680
Atterberg Limits	2	\$265	\$530
LABORATORY TESTING TOTAL:			\$2,850

PROJECT TOTALS AND SUMMARY:	
Geotechnical Services	\$86,364
PIT	\$31,778
GRAND TOTAL:	\$118,142

ESTIMATED DIRECT EXPENSES:	
Mileage: 0.70/mi, 4 round trips at 80 miles/trip	\$224
GPS Unit Rental, \$75/day, 2 days	\$150
Transducer Rental: \$600/datalogger, 1	\$600
DCP and Hand Auger Rental: \$500/day, 2 days	\$1,000
Water Level Indicator: \$30/day, 4 days	\$120
Laboratory Testing	\$2,850
TOTAL DIRECT EXPENSES:	\$4,944

ESTIMATED SUBCONSULTANT COSTS:	
Private Utility Locate	\$600
Drilling Subcontractor, 1 boring completed as monitoring well	\$8,000
Technical Document Review, draft report	\$500
Subconsultant Mark-Up (10%)	\$910
TOTAL SUBCONSULTANT COSTS:	\$10,010

TASK TOTALS AND SUMMARY:	
Total Labor Cost	\$71,410
Direct Expenses	\$4,944
Subconsultant Costs	\$10,010
TOTAL Geotechnical Services:	\$86,364

Attachment B (HWA Scope and Budget)

Attachment 2: Project Cost Estimate
Jenkins Creek Trail Phase 1 - SE 264th PL to SR 516, *Optional Task*
Covington, Washington
Prepared for Herrera



HWA Ref: 2025-P005-21
Date: 10-Jan-25
Prepared By: ALP/SB

Scope of Work
Optional Task: Small-scale pilot infiltration tests (PITs). Refer to the project scope of work document.

ESTIMATED HWA LABOR:

WORK TASKS DESCRIPTION	2025 BILLING RATES									
	Principal IX	Geotech. Eng. VIII	Geotech. Eng. V	Hydrogeologist IV	Geologist III	CAD	Contracts Administrator	Administrative Support	TOTAL	TOTAL
	\$345.00	\$320.00	\$215.00	\$200.00	\$160.00	\$120.00	\$175.00	\$120.00	HOURS	AMOUNT
Task 4.3 - Pilot Infiltration Testing (optional)										
Additional Project Management			4					2		\$1,100
Conduct Additional Utility Locating					4					\$640
Plan and Coordinate Small Scale PITs			2		4					\$1,070
Conduct three (3) Pilot Infiltration Tests (4 days)			4		40					\$7,260
Generate PIT Logs and Assign Laboratory Testing			1		2					\$535
Conduct Infiltration Analysis			2	2	6					\$1,790
Additional HWA QA/QC	1			2						\$745
Additional Reporting Time		1	2		6					\$1,710
TOTAL LABOR CHARGES:	1	1	15	4	62	0	0	2	0	\$14,850

LABORATORY TESTING SUMMARY:

Test	Est. No. Tests	Unit Cost	Total Cost
Cation Exchange Capacity	0	\$16	\$0
Organic Content	0	\$16	\$0
Combined Grain Size & Hydrometer	4	\$280	\$1,120
LABORATORY TESTING TOTAL:			\$1,120

ESTIMATED DIRECT EXPENSES:

Milcage: 0.70/mi, 3 round trips at 85 miles/trip	\$179
GPS Unit Rental, \$75/day, 1 day	\$75
Water Level Indicator: \$30/day, 3 days	\$0
Laboratory Testing	\$614
TOTAL DIRECT EXPENSES:	\$868

ESTIMATED SUBCONSULTANT COSTS:

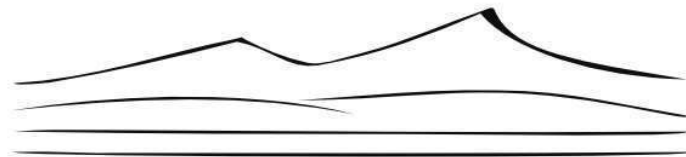
Private Utility Locate	\$600
Excavator and Water Truck Subcontractor for PITs - 4 days	\$14,000
Subconsultant Mark-Up (10%)	\$1,460
TOTAL SUBCONSULTANT COSTS:	\$16,060

PROJECT TOTALS AND SUMMARY:

Geotechnical Services	\$86,364
Pilot Infiltration Testing (optional)	\$31,778
GRAND TOTAL:	\$118,142

TASK TOTALS AND SUMMARY:

Total Labor Cost	\$14,850
Direct Expenses	\$868
Subconsultant Costs	\$16,060
TOTAL PIT:	\$31,778



Cultural Resource Consultants

Project Scope and Fee Proposal

Client Information

Company	Project Manager / Contact Name	Phone
Herrera	Chuck McDowell	206.787.8226
Mailing Address	City, State, Zip	Email
2200 Sixth Avenue, Suite 1100	Seattle, WA 98121	cmcdowell@herrerainc.com

Project Information

Project Title		Regulatory Nexus		CRC Project Number
Jenkins Creek Trail Phase 1 Design		EO 21-02 (RCO & Commerce)		2501G
Project Location			Project City	
east of Jenkins Creek from SR516 to SE 264th Pl			Covington, WA 98042	
Section	Township	Range	County	Total Project Area
30	22 North	06 East	King	ca. 15 acres

Project Description

City of Covington is advancing design of Phase 1 of the Jenkins Creek Trail. CRC will provide a cultural resources assessment of the 30% design trail alignment and preliminary mitigation areas.

Project Schedule**Anticipated Completion Date:**

March - May 2025 CRC anticipates completion of this project by the end of May 2025.

Project Assumptions

- * This scope and budget is based upon information and map provided on 31 January 2025. Any changes may require a change in budget to accommodate updating project information not received prior to the start of this project.
- * This scope and budget is based upon the assumption that CRC's current levels of insurance liabilities are sufficient for this project.
- * This budget assumes the client will provide utility locator services, per Washington State Law (RCW 19.122), prior to CRC field investigations.
- * This scope assumes that up to one (1) archaeological site and no historic sites will be identified within the project area. This budget was prepared with the assumption that up to 50 shovel test probes would be excavated at 20-meter intervals in areas of proposed ground disturbance. If extensive archaeological deposits are encountered or if additional shovel test probes are warranted within the project area it may be necessary to modify this agreement to accommodate additional investigations for purposes of site identification.
- * This scope assumes that all relevant project information, prior reports including geotechnical reports, historic/architectural reports, design plans, and project maps in addition to relevant project correspondence with DAHP or other agencies requesting this assessment and/or Tribal cultural resources staff will be provided with the signed Agreement so that CRC may begin this project immediately upon receipt of signed agreement.
- * This scope does not include any archaeological monitoring or additional services for impact mitigation regarding archaeological or historic sites.
- * This scope assumes that one site walk will occur with clients and/or stakeholders; no other in-person meetings will be required.
- * This scope assumes that project proponents can provide timely Right Of Entry to CRC so the project may be completed within the stated project schedule.
- * This scope assumes that the property is safe for CRC archaeologists to enter and free of contaminants, health hazards and other unsafe working conditions.
- * If human remains are found within the project area, all CRC field investigations will cease immediately, proper authorities will be notified and CRC will not resume field investigations until applicable state laws are addressed.

Project Deliverables

CRC will provide the following project components as part of this cultural resources assessment.

Task 1 - Background Research

CRC will review existing plans and data. This will include a search on Washington Department of Archaeology and Historic Preservation's (DAHP) WISAARD system to identify recorded historic built environment, historic register listed properties, archaeological sites, cemeteries, and previously completed cultural resources assessment in proximity to the project location. CRC will review pertinent environmental, archaeological, ethnographic, and historical information appropriate to the project location from a variety of available resources, including prior reports for the Jenkins Creek Trail Master Plan and Jenkins Creek Park Expansion projects. The goal of background research is to provide contextual information regarding the natural environment and cultural use of the project location, identify recorded cultural resources, and determine the potential for as-yet unrecorded cultural resources to be encountered during proposed project actions.

Task 2 - EO21-02 Review Form and Consultation

CRC will assist City of Covington with meeting Department of Commerce's requirements for cultural resources review. CRC will complete a DAHP EO 21-02 Project Review form and submit it to DAHP for their review and comment. CRC will send consultation letters to affected Tribes on behalf of the City of Covington by certified mail, and will provide any responses received to the City of Covington.

Task 3 - Tribal Contact

CRC will contact the cultural resources staff of Tribes that may have an interest in or information regarding the project location. This communication is intended to inform the cultural resources assessment and does not constitute government-to-government consultation. Copies of this correspondence and received responses will be included as an attachment in the cultural resources assessment.

Task 4 - Site Walk

CRC will participate in a site walk with the design team to review the preliminary trail alignment and mitigation areas.

Task 5 - Field Investigations

CRC will conduct field investigations of the project location to identify archaeological and historical resources. Investigation will include pedestrian survey and subsurface excavation in amenable environments that have the potential to contain buried archaeological deposits. Methods will be consistent with DAHP guidelines.

Task 6 - Cultural Resources Assessment Report

CRC will prepare a technical memo describing background research, field methods, results of investigations, and management recommendations. The report will provide supporting documentation of findings, including maps and photographs, and will conform to DAHP reporting standards and the appropriate requirements based on the regulatory nexus. Report and support materials will be provided electronically in PDF format. As a part of the assessment, CRC will document and record identified archaeological and historic sites within the project location on DAHP archaeological and/or historic site(s) forms. All identified resources will be photo-documented and recorded in the field. Archaeological materials or deposits will be documented and reburied, if appropriate, within the find location. Cultural resources will be evaluated for significance following local, state, and/or national significance as appropriate based on the project's regulatory nexus. Documentation will be consistent with DAHP standards and will be completed on DAHP's WISAARD system. This task includes three rounds of consolidated comments prior to the submission of the final report. RCO will submit the third draft and final cultural resources assessment and any associated documentation to DAHP, via their WISAARD system.

* No cultural resources study can wholly eliminate uncertainty regarding the potential for prehistoric sites, historic properties or traditional cultural properties to be associated with a project. The information we will present within our reports is based on our years of experience and professional opinions derived from the analysis and interpretation of the documents, records, literature, and information we are able to identify and use within our report, and during our field investigation and observations to be conducted in the process of preparing our technical report. The conclusions and recommendations we present will apply to the project conditions existing at the time of our study and those reasonably foreseeable.

Project Fee

The fee for services described above is anticipated to be less than	\$	10,205.00
---------------------------------------------------------------------	----	-----------



February 3, 2025
Chuck McDowell
Herrera Environmental Consultants
Submitted via email to cmcdowell@herrerainc.com

Dear Chuck,

Understory approves the updated plan and suggests a reduced budget of \$12,000 for Task 3: Interpretive Design services for the Jenkins Creek Trail Project, to be done in coordination with Herrera.

Thank you,

Laura Frick
Principal, CIP, Project Manager

Angela Mele
Principal, CIP

EXHIBIT X

INTRODUCTION

The Covington Jenkins Creek Trail is a project led by Herrera (PRIME CONSULTANT) to design the Jenkins Creek Trail for the City of Covington (CITY). As part of this effort, Toole Design (SUBCONSULTANT) will be supporting the design and integration of the southern trailhead into the Washington State Department of Transportation (WSDOT) right-of-way. SUBCONSULTANT will aid in designing the trailhead to allow for the safe integration of the trail with the sidewalk, bike lane, and planned underpass. SUBCONSULTANT will participate in meetings with CITY for additional coordination with WSDOT related to future phases of the master plan implementation and/or funding opportunities for trails.

GENERAL SCOPE OF SERVICES

This Scope of Services describes the work elements to be accomplished by the SUBCONSULTANT as summarized under each Task. This scope consists of the following elements:

- Task 1 – Kickoff
- Task 2 – 30% Design
- Task 3 – 60% Design
- Task 4 – Supplemental Coordination and Support

SCHEDULE

The project is anticipated to last approximately 6 months.

SCOPE OF SERVICES

TASK 1: KICKOFF

1.1: KICKOFF MEETING

SUBCONSULTANT will attend a kickoff meeting with CITY and PRIME CONSULTANT.

1.2: COORDINATION MEETINGS

SUBCONSULTANT will also coordinate with PRIME CONSULTANT Project Manager to review and discuss current work, project schedule, budget, and general progress. SUBCONSULTANT will prepare monthly progress reports summarizing work performed in the previous month.

Task 1 Deliverables:

- Kick-off meeting
- Project coordination and meetings
- Monthly written progress and budget reports

TASK 2: 30% DESIGN

2.2: SITE VISIT

SUBCONSULTANT will attend a site visit with CITY and PRIME CONSULTANT.

2.2: REVIEW PLANS AND STANDARDS

The SUBCONSULTANT will review existing plans and standards to evaluate proposed improvements to the Jenkins Creek Trailhead interaction with WSDOT facilities and existing bicyclist and pedestrian facilities at the south trailhead.

Based on feedback from CITY, SUBCONSULTANT will provide a recommendation on which treatments to pursue to assist the PRIME CONSULTANT in beginning 30% design. It is anticipated that recommendations from SUBCONSULTANT will serve as a basis for the 30% design.

2.3: DESIGN MEETINGS

SUBCONSULTANT will participate in up to four 1-hour design meetings focused on the south trailhead, to address layout, striping, signage integration into WSDOT ROW.

2.4: QA/QC REVIEW OF 30% PLANS

The SUBCONSULTANT will conduct a review of the 30% plans developed by PRIME CONSULTANT and provide comments on the design of the bicyclist and pedestrian facilities.

2.5: REVIEW MEETINGS

SUBCONSULTANT will participate in up to one 1-hour meetings with the City/WSDOT to coordinate on the design of the trailhead and other trail design elements.

Task 2 Deliverables:

- Site visit
- Recommendations for bicyclist and pedestrian facilities at the south trailhead
- Marked up copy of 30% plans with comments on bicyclist and pedestrian facilities
- Attendance at up to four (4) design coordination meeting with the PRIME CONSULTANT
- Attendance at up to one (1) design coordination meeting with the CITY, PRIME CONSULTANT, and WSDOT

TASK 3: 60% DESIGN

3.1: DESIGN MEETINGS

SUBCONSULTANT will participate in up to four 1-hour design meetings focused on the south trailhead, to address layout, striping, signage integration into WSDOT ROW.

3.2: QA/QC REVIEW OF 60% PLANS

The SUBCONSULTANT will conduct a review of the 60% plans developed by PRIME CONSULTANT and provide comments on the design of the bicyclist and pedestrian facilities.

3.3: REVIEW MEETINGS

SUBCONSULTANT will participate in up to one 1-hour meetings with the City/WSDOT to coordinate on the design of the trailhead and other trail

Task 3 Deliverables:

- Marked up copy of 60% plans with comments on bicyclist and pedestrian facilities
- Attendance at up to four (4) design coordination meeting with the PRIME CONSULTANT
- Attendance at up to one (1) design coordination meeting with the CITY, PRIME CONSULTANT, and WSDOT

TASK 4: SUPPLEMENTAL COORDINATION AND SUPPORT

4.1: KICKOFF MEETING

SUBCONSULTANT will attend up to 16 hours of coordination meetings with City staff, PRIME CONSULTANT, and/or other representatives.

SCOPE ASSUMPTIONS

- The SUBCONSULTANT will not conduct a review of future iterations of the plans beyond 60% unless an amendment to this scope is developed.
- CITY or PRIME CONSULTANT will lead all community engagement related to this project including presentations to City staff and/or Council.
- CITY or PRIME CONSULTANT will provide information about adjacent and nearby planning projects, private development, capital projects, and/or other agency projects
- The SUBCONSULTANT will not generate any design plans. Feedback related to plans and layout provided by others will be documented as markups on those plans and in the technical memo.



720 3RD AVENUE
SUITE 2020
SEATTLE, WA 98104

206.297.1601
TOOLEDESIGN.COM

EXHIBIT X FEE DETERMINATION SUMMARY SHEET

LABOR CATEGORY	HOURS	BILLING RATE	COST
Engineering Lead II		\$310	
Engineering Lead I	14	\$260	\$3,640
Senior Urban Designer	40	\$220	\$8,800
Senior Engineer		\$230	
Project Engineer II	86	\$220	\$18,920
Engineer III	24	\$180	\$4,320
		Direct expenses	\$200

Staff may change Classifications during contract term.
Direct rates and Overhead rate subject to change annually.
Reimbursable Expenses will be charged at cost.
Overhead valid through June 30, 2025.

Total\$35,880

Attachment E (Toole Scope and Budget)

Client: City of Covington							
Prime Consultant: Herrera							
DRAFT FEE PROPOSAL 2/5/25							
Jenkins Creek Trail		Toole Design				Hour Subtotal	Task Labor Fee Subtotal
		Senior Urban Designer	Engineering Lead I	Project Engineer II	Engineer III		
<i>Note: Overhead and fee built into labor rate.</i>		\$220.00	\$260.00	\$220.00	\$180.00		
Task 1	Kickoff						
1.1	Kickoff Meeting	2	2	2		6	\$ 1,400.00
1.2	Project Management	4	2	8		14	\$ 3,160.00
Task 2	30% Design						
2.1	Site Visit	16		8		24	\$ 5,280.00
2.2	Review plans and standards			4	8	12	\$ 2,320.00
2.3	Design Meetings	4		6		10	\$ 2,200.00
2.4	QA/QC review of 30% plans	1	5	16	8	30	\$ 6,480.00
2.5	Review Meetings	2		4		6	\$ 1,320.00
Task 3	60% Design						
3.1	Design Meetings	4		6		10	\$ 2,200.00
2.3	QA/QC review of 30% plans	1	5	16	8	30	\$ 6,480.00
2.4	Review Meetings	2		4		6	\$ 1,320.00
Task 4	Supplemental Coordination and Support						
4.1	Ongoing coordination and meetings	4		12		16	\$ 3,520.00
	Subtotal Hours	40	14	86	24	148	\$ 35,680.00
	Subtotal Fee	\$ 8,800.00	\$ 3,640.00	\$ 18,920.00	\$ 4,320.00		\$ 35,680.00
Total Hours by Staff Category/Person		40	14	86	24	148	
Total Loaded Labor Fee		\$ 8,800.00	\$ 3,640.00	\$ 18,920.00	\$ 4,320.00		\$ 35,680.00
Direct Expenses							\$ 200.00
TOTAL PROJECT FEE							\$ 35,880.00



Agreement for the Performance of Structural Engineering Services

DATE: February 6, 2025

CLIENT

Chuck McDowell
Herrera
2200 Sixth Avenue, Suite 1100
Seattle, WA 98121

PROJECT: Jenkins Creek Trail 60% Milestone, Covington, WA

SCOPE OF SERVICES

The scope includes foundations for entry kiosks and fencing, new retaining walls with potential to modify / tie into existing retaining walls on site, an elevated overlook area, and anchorage for handrails. We understand that the scope may expand or contract as we proceed toward 60%.

We will prepare plans and details produced in Revit and stamped calculations for the Jenkins Creek Project at the 30% and 60% milestones. Additionally, we will visit the site, support design team meetings, as well as City/public works/Community Development meetings as needed. We will review specs and prepare our engineers' estimate of cost for the project.


FEE ARRANGEMENT

Services are to be performed on a time-and-expense basis for \$9,500.00 for the 30% milestone and \$8,500.00 for the 60% milestone, not to be exceeded without your prior approval. Our current standard hourly rate schedule is shown below. These rates are in effect for a 12-month period, subject to annual increases, which typically take place in January. Excluded from these rates is work involving expert witness testimony, litigation, or negotiating claims settlements.

STANDARD HOURLY RATES

Principal	\$275.00 per hour	Intern	\$110.00 per hour
Associate Principal	\$245.00 per hour	Production Manager	\$215.00 per hour
Senior Associate	\$245.00 per hour	BIM Quality Control Manager	\$215.00 per hour
Associate	\$220.00 per hour	Senior CAD/BIM Technician	\$170.00 per hour
Senior Design Engineer	\$210.00 per hour	CAD/BIM Technician 1	\$150.00 per hour
Design Engineer	\$190.00 per hour	CAD/BIM Technician 2	\$135.00 per hour
Engineer 1	\$155.00 per hour	Administrative	\$105.00 per hour
Engineer 2	\$145.00 per hour	Administrative Assistant	\$ 85.00 per hour
Engineer 3	\$135.00 per hour		

OFFERED BY LUND OPSAHL LLC

 February 6, 2025
(signature/date)

Owen Bower PE, SE | Principal
(printed name/title)

ACCEPTED BY CLIENT

(signature/date)

(printed name/title)

The attached Statement of Terms and Conditions is part of this Agreement. This Agreement does not bind Lund Opsahl LLC to any other agreement of the Client's unless noted herein. Direction by Client to Lund Opsahl LLC to start work on this project will be interpreted as acceptance of this Agreement.