

**HIGHLINE WATER DISTRICT
King County, Washington**

RESOLUTION 25-2-5A

**RESOLUTION AUTHORIZING CONSULTANT AGREEMENT FOR SERVICES
WITH DAVID EVANS AND ASSOCIATES FOR PROJECT 25-3 NORTH HILL
WATER MAIN REPLACEMENT PROJECT**

WHEREAS, by passage of Resolution 24-12-18B, the Board of Commissioners authorized the 2025 Capital Improvement Program, which identified Project 25-3 North Hill AC Water Main Replacement project; and

WHEREAS, the District reviewed Statement of Qualifications from three (3) firms on the Municipal Research and Services Center (MRSC) Consultant Roster in accordance with District procurement policy to provide engineering services for Project 25-3; and,


WHEREAS, management recommends David Evans and Associates, Inc. as the most qualified firm.

NOW, THEREFORE, BE IT RESOLVED:

1. The Board of Commissioners authorizes the General Manager or designee to enter a consultant contract with David Evans and Associates to provide engineering services for Project 25-3 based on the Scope and Budget (Attachment-A) for a not-to-exceed amount of \$371,782.00.
2. The General Manager and Legal Counsel are authorized to make minor changes to the District’s standard consultant contract as required.

ADOPTED BY THE BOARD OF COMMISSIONERS of Highline Water District, King County, Washington, at an open public meeting held this **5th** day of **February 2025**.

BOARD OF COMMISSIONERS

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Vince Koester, President

Signed by:

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Todd Fultz, Secretary

DocuSigned by:

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Polly Daigle, Commissioner

Signed by:

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Daniel Johnson, Commissioner

Signed by:

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Kathleen Quong-Vermeire, Commissioner



**DAVID EVANS
AND ASSOCIATES INC.**

January 29, 2025

Jeremy S. DelMar, PE – General Manager
Highline Water District
23828 30th Ave. S.
Kent, WA 98032

via email to: Logan K. Wallace, PE – Engineering Supervisor (lwallace@highlinewater.org)

**Subject: 2025 Capital Improvement Project – North Hill Water Main Replacement
Survey, Design & Permitting, & *Bidding Support (Optional)* – Proposal**

Dear Jeremy,

Thank you for asking **David Evans and Associates, Inc. (DEA)** to prepare this proposal for survey and civil engineering design and permitting *with an option for bidding support* services to support Highline Water District's 2025 Capital Improvement Plan - North Hill Water Main Replacement project.

We are pleased to present the following scope of work and attached fee estimate for your review and approval.

Project Understanding:

We understand that **Highline Water District (District)** has previously identified a portion of the water system in the North Hill neighborhood for this water main replacement project based on the existing material and desire for improved reliability and fire flow.

The proposed project area will include the following streets (per the highlighted portions of the attached project overview map):

- Occidental Ave S (1st PI S) between S 206th St and S 208th St
- 2nd Ave S between S 206th St and S 208th St
- 4th Ave S between S 206th St and S 208th St
- 4th PI S between S 206th St and S 208th St
- 6th Ave S between S 206th St and S 207th St
- 7th Ave S between S 206th St and S 208th St
- 7th PI S between S 206th St and S 208th St
- 9th Ave S between S 206th St and S 208th St
- 10th Ave S between S 206th St and S 208th St

The proposed project will include the following:

- Replacement of approximately 7,000 linear feet (LF) of 4-inch and 6-inch asbestos cement (AC) and cast iron (CAS) water main with 8-inch ductile iron (DI) water main
- Replacement (and addition if necessary) of fire hydrants
- Replacement (and addition where necessary) of existing valves
- Replacement of water services (to match existing size)
- Reconnection to the existing water system
- Filling and capping of the existing abandoned water main with controlled density fill
- Half street width grind and overlay on all streets within the limits of the project area



HWD – 2025 CIP – North Hill Water Main Replacement
Survey, Design & Permitting, & *Bidding Support (Optional)*

Project Team:

- Project Manager – Craig Christensen, PE
- Senior Engineer – Darrel Frame, PE
- QA/QC – Scott Christensen, PE

Survey, Design & Permitting, & *Bidding Support (Optional)* – Scope of Work – Outline:

The following outlines the tasks in the scope of work:

1. Project Management
2. Survey
3. Design & Permitting
4. *Bidding Support (Optional)*

Survey, Design & Permitting, & *Bidding Support (Optional)* – Scope of Work – Details:

The following details each task in the scope of work:

1. Project Management
 - Scoping
 - Project Planning
 - Project Coordination
 - QA/QC Management
 - Invoicing

DEA will perform project planning including a pre-planning meeting with District staff. Work for this task includes a meeting to clarify the project limits, preparing monthly invoices, reviewing the project status (cost, scope, and schedule), completing monthly status reports, and project close-out. This task also includes all project coordination with District staff as well as independent Quality Assurance and Quality Control (QAQC) review by a Senior Engineer, not involved in the project design, to confirm the quality and accuracy of deliverables.

Assumptions

- Duration to complete survey, design & permitting, & *bidding support (optional)* scope of work is approximately four (4) months (from the beginning of design in February to bidding in May) however as-builts will be completed at the end of the project's construction.

Deliverables

- Monthly project invoices and progress updates for the duration of the scope of work



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2. Survey

- Research & Control
- Field Topographic Survey
- Utility Locates
- Base Map Setup
- Survey Coordination

DEA will perform a full topographic survey of the project area after research and setup of survey control. Work for this task includes using the District GIS and/or CAD and any existing as-built information for existing water (including meter locations) locations. This task also includes collecting utility locate information, adding the known existing utilities, and laying out the base map and sheets for design.

Assumptions

- District will provide DEA with GIS, CAD, and/or existing as-built information for base mapping
- District staff will field mark existing water system.
- DEA will contract with local utility locate company to locate all conductible utilities within the ROW prior to survey.
- Potholing is not included.
- Survey limits shall be the width of the King County Right-of-Way (ROW) and include locating meters, mailboxes, power poles, driveways, and other above ground features.
- At each meter location, additional 5-foot wide segment will be surveyed to include any physical features between the ROW and meter box, if applicable.

Deliverables

- Base sheets for District to mark up any updates/corrections to existing conditions (pdf)

3. Design & Permitting

- Utility Research & Information
- Site Walkthrough
- Plans & Specifications
- Quantities & Cost Estimate
- 60% Review & Meeting
- 90% Review & Meeting
- Permitting & City Coordination
- Final PSE & As-builts

DEA will research and acquire maps of the existing franchise utilities (sewer, storm, gas, electrical, power, fiber, etc.) in the project area for addition to the base map setup. DEA will complete the engineering plans including traffic control and pavement restoration requirements for the project. Work for this task also includes a site walkthrough to review existing conditions, including locations of fire hydrants and water meters. This task also includes 60%, 90%, and final draft plan



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submission, review by the District, and review meetings (to coincide with project manual reviews). This task also includes quantity take-offs and cost estimates for review by the District.

DEA will complete the project manual including technical specifications for the project. This task also includes 60%, 90%, and final draft project manual submission, review by the District, and review meetings (to coincide with plan reviews).

Work for this task also includes permit and pavement restoration coordination with the City of Des Moines (City) as well as preparing and submission of the ROW permit application.

Work for this task also includes preparation of the as-builts (CAD and pdf) after construction.

Assumptions

- District plan reviews assumed to be completed in 2 weeks from date of submission.
- Approximate total of 20 sheets as follows:
 - 1 cover sheet.
 - 1 sheet for general notes, sheet index and vicinity map.
 - 7 water plan sheets at 1-inch equals 20 feet scale full size (1-inch equals 40 feet half size). No profile will be provided but known crossings of other utilities will be noted if water main is required to be installed deeper than standard.
 - 2 sheets of testing and final connections to the existing mains.
 - 2 sheets for District standard details.
 - 1 sheet of WSDOT-standard traffic control plans.
 - 1 sheet for erosion and sediment control plans.
 - 5 sheets for pavement restoration plans for City.
- Project will replace fire hydrants in approximately the same location.
- Project will replace valves and add additional valves where directed.
- Project will replace water services between the water main and the meter at the edge of the right of way.
- Project will include reconnecting to the existing water mains.
- Project will include temporary and permanent AC pavement restoration and a 2-inch grind and overlay over one-half road width.
- Project includes the development of project-specific specifications using District standards.
- Project includes preparing ROW permit application. District will be responsible for submitting ROW permit application (including payment of any associated fees) to the City for approval.
- The only permit required for the project will be the City ROW permit.
- SEPA is not required.
- Contractor and/or District inspector to provide redlines for as-builts.

Deliverables

- Profiles not included
- 60% design draft plans and project manual for District review (pdf)
- 60% quantity take-off draft for District review (pdf and excel doc)



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- 90% design draft plans and project manual for District review (pdf)
- 90% quantity take-off and construction cost estimate draft for District review (pdf and excel doc)
- Final design draft plan set and project manual draft for District review (pdf)
- Final construction cost estimate draft for District review (pdf and excel doc)
- Final signed plan set and project manual for bidding and right of way permit application (pdf and 1 full-size hard copy)
- ROW permit (or at least a copy of the application) will be included in the project manual.
- As-builts (CAD and pdf)

4. *Bidding Support (Optional)*

- *Final Documents to BXWA*
- *RFIs & Addendums*
- *Bid Opening & Bid Tab*
- *Recommendation for Award*
- *Contract Coordination*

DEA will prepare and transmit the final documents to Builder's Exchange for bidding. Work for this task also includes answering any bidder questions and preparing RFI's and/or addendums as necessary. This task also includes overseeing the bid opening, preparing the bid tab, providing bid and bidder review assistance including contractor reference checks, preparing the recommendation for award, and coordination on the contract between the contractor and District.

Assumptions

- *Work for this task will only be done if authorized by the District*
- *Assumes no bid protests.*
- *Allows for 1 addendum and up to 2 RFIs.*

Deliverables

- *Final documents to BXWA*
- *RFIs/addendums as necessary*
- *Bid Tab*
- *Recommendation for Award*
- *Signed Contract*



HWD – 2025 CIP – North Hill Water Main Replacement
Survey, Design & Permitting, & *Bidding Support (Optional)*

Based upon the above task details and assumptions, our current understanding of the project, and your stated goals, we offer the attached Survey, Design & Permitting, & *Bidding Support (Optional)* Fee Estimate.

Notes:

The above task details and assumptions represent our current and best understanding of the engineering support required for this project. Additional task items or additional requests for information may result in an increase in the cost of engineering design services. If a non-scoped task request occurs, we will obtain your authorization prior to commencing the work.

Budget:

We propose a budget for survey, design & permitting, & *bidding support (optional)* of \$371,782 (not to exceed w/o authorization) for the engineering services described herein.

Terms:

This project will be performed under the consultant contract provided by the District to DEA and approved with exceptions by both parties.

Authorization:

In addition to the signed contract, authorized signature on the attached form will serve as notice of approval for the survey, design & permitting, & *bidding support (optional)* scope of work and fee estimate.

Please contact me with any questions or concerns. I can be reached by email at cfch@deainc.com or by cell at 206-930-5191.

Sincerely,

David Evans and Associates, Inc.

A handwritten signature in blue ink, appearing to read 'Craig Christensen', is written over a faint, larger version of the signature.

Craig Christensen, PE
Project Manager

Enclosed: Project Overview Map, Fee Estimate



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Survey, Design & Permitting, & *Bidding Support (Optional)*

Include this entire document along with the signed contract to approve the scope of work and fee estimate.

Project: **North Hill Water Main Replacement**
Survey, Design & Permitting, & *Bidding Support (Optional)* Fee Estimate: **\$371,782**

Proposal accepted by Highline Water District:

Signature

Date

Print

Position

Phone

E-Mail

David Evans and Associates, Inc.

Project Fee Estimate
2025 CIP - North Hill Water Main Replacement
HIGHLINE WATER DISTRICT

Project Number: #####-####
 Date: 1/29/2025
 Prepared By: DEFR/CFCH

Estimated DEA Labor - Civil Engineering Services												
Task/Subtask (1)	Personnel Positions and Approximate Hourly Billing Rates								DEA Labor		Total - w/ Expenses and Subs.	
	Project Manager	QAQC	Project Engineer	Designer	Survey Manager	Survey Crew	CAD/GIS Technician	Admin. Assistant	Total Hours	Total Estimated Fee		
	\$244.80	\$278.40	\$261.60	\$131.20	\$233.60	\$268.80	\$169.60	\$118.40				
1	Project Management									118	\$29,125	\$29,125
1.1	Scoping	12		12						24	\$6,077	
1.2	Project Planning	12		12						24	\$6,077	
1.3	Project Coordination	12		12		6				30	\$7,478	
1.4	QA/QC Management	6	12	6		4				28	\$7,314	
1.5	Invoicing	6						6		12	\$2,179	
2	Survey									378	\$87,862	\$93,010
2.1	Research & Control					4				4	\$934	
2.2	Field Topographic Survey					30	200	80		310	\$74,336	
2.3	Utility Locates					4				4	\$934	
2.4	Base Map Setup	4				8		40		52	\$9,632	
2.5	Survey Coordination	4		4						8	\$2,026	
3	Design & Permitting									1258	\$232,120	\$232,243
3.1	Utility Research & Information	4		12	40					56	\$9,366	
3.2	Site Walkthrough	18		18	36					72	\$13,838	
3.3	Plans & Specifications	24	24	120	240			240		648	\$116,141	
3.4	Quantities & Cost Estimate	24	24	40	80					168	\$33,517	
3.5	60% Review & Meeting	8	2	8	16			32		66	\$12,134	
3.6	90% Review & Meeting	8	2	8	16			32		66	\$12,134	
3.7	Permitting & City Coordination	4	2	8	8			8		30	\$6,035	
3.8	Final PSE & As-builts	16	8	32	48			48		152	\$28,954	
4	Bidding Support (Optional)									90	\$17,403	\$17,403
4.1	Final Documents to BXWA	4		4	6					14	\$2,813	
4.2	RFIs & Addendum	8		12	18					38	\$7,459	
4.3	Bid Opening & Bid Tab	2		2	4					8	\$1,538	
4.4	Recommendation for Award	2		2	4					8	\$1,538	
4.5	Contract Coordination	8		2	12					22	\$4,056	
	Total	186	74	314	528	56	200	480	6	1844	\$366,510	\$371,782

Estimated Direct Expenses	
Mileage & Other Expenses	\$1,971
Subconsultants	\$3,300
Total Expenses	\$5,271

Project Fee Estimate Summary and Total	
Total Estimated Labor	\$366,510
Total Estimated Expenses	\$5,271
Total Fee Estimate	\$371,782

Notes and Assumptions:

- See detailed Scope of Work dated 1/29/25.
- All hours and expenses are estimated, and may be increased or decreased within the total budget limit at the discretion of DEA's project manager. The DEA project manager may transfer budget from estimated expenses to labor and vice versa, as the project manager may determine as appropriate. Work will be billed on a time and expense basis, subject to the limit of the not-to-exceed Total Fee Estimate value.
- Client shall be responsible for direct payment of all permit, agency review, advertisement, service or other project expenses not expressly included in the Project Fee Estimate and/or Scope of Work.