

**HIGHLINE WATER DISTRICT
King County, Washington**

RESOLUTION 19-2-26A

RESOLUTION AUTHORIZING CONSULTING SERVICES AGREEMENT #19-60-06 WITH MURRAYSMITH FOR THE DESIGN OF PROJECT 19-1 2019 AC WATER MAIN REPLACEMENT (NORTH HILL)

WHEREAS, by passage of Resolution 18-12-19B, the Board approved the 2019 Capital Improvement Program, which included Project 19-1; and

WHEREAS, the District desires to upgrade and replace its water distribution facilities in the North Hill area and requested Murraysmith to provide engineering design services for the water main replacement work; and

WHEREAS, the District's Engineering Manager and General Manager have reviewed the scope of work and budget submitted by Murraysmith and recommend approval of this resolution.

NOW, THEREFORE, BE IT RESOLVED:

1. The General Manager or designee is authorized to enter into Contract #19-60-06 with Murraysmith (Attachment 1, incorporated herein by this reference), for a not-to-exceed amount of \$220,807.00 for the design of Project 19-1 2019 AC Water Main Replacement (North Hill).
2. The General Manager and/or the District's legal counsel are authorized to make minor changes to the contract if required.

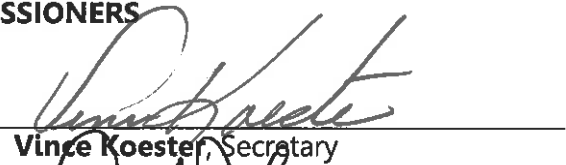
ADOPTED BY THE BOARD OF COMMISSIONERS of Highline Water District, King County, Washington, at an open public meeting held this **26th** day of **February 2019**.

BOARD OF COMMISSIONERS


Kathleen Quong-Vermeire, President


Todd Fultz, Commissioner


George Landon, Commissioner


Vince Koester, Secretary


Daniel Johnson, Commissioner

ATTACHMENT 1

HIGHLINE WATER DISTRICT AGREEMENT FOR CONSULTING SERVICES

THIS AGREEMENT is entered into between **HIGHLINE WATER DISTRICT**, King County, Washington, a municipal corporation and special purpose district organized and existing under the laws of the State of Washington (hereafter referred to as "the District"), and **MURRAYSMITH** (hereafter referred to as "the Consultant") in consideration of the mutual benefits, terms and conditions hereinafter specified.

1. Scope of Consulting Services. Consultant shall provide consulting services to the District under the terms of this Agreement for the following Project: **2019 AC Water Main Replacement (North Hill)** ("Project"). The scope of services is more fully described on **Exhibit A** attached hereto and incorporated herein by this reference.
2. Compensation and Payment. District shall pay Consultant for the time and materials devoted to the Project as consideration for the performance of the services set forth on **Exhibit A**, not to exceed the amount of Two Hundred Twenty Thousand Eight Hundred Seven and 00/100 Dollars (\$220,807.00). Such compensation shall be payable in the following manner:
 - 2.1 Consultant shall submit a detailed monthly billing for all services provided describing in reasonable and understandable detail the services rendered, fees charged and expenses incurred by Consultant during the previous month in accordance with a schedule of rates and charges set forth on **Exhibit B**, including fees and expenses for additional services authorized by District as provided herein. District shall pay the invoice within sixty (60) days of receipt, except as to any disputed amounts.
 - 2.2 Upon District's failure to pay within sixty (60) days of receipt the undisputed amount set forth in any monthly billing submitted to District by Consultant, such unpaid balance will bear interest at the rate of 1% per month until the amount of such unpaid balance, plus interest thereon shall be paid in full.
 - 2.3 Consultant shall maintain accounts and records of fees billed and expenses incurred as described in this Section 2 in accordance with generally accepted accounting principles, and agrees to make such accounts, records and supporting documentation available to the District and its authorized representatives for inspection at mutually convenient times, both during the Project work and for three (3) years following the final payment for services rendered or termination of the Consultant's services under this Agreement.
3. Schedule of Work. Consultant shall commence the performance of its services under this Agreement upon receipt of notice to proceed from the District to do so and shall provide the services in accordance with the schedule on **Exhibit A**, subject to delays for causes beyond the reasonable control of Consultant or as otherwise agreed to by District.

4. Subcontractors. Consultant shall not subcontract or assign any portion of the work covered by this Agreement without the prior written approval of the District, such consent to be given in District's sole discretion. Subject to the provisions of the preceding sentence, this Agreement shall be binding upon and inure to the benefit of the respective successors and assigns of the parties hereto.
5. Independent Contractor. Consultant is an independent contractor and not an employee of the District. Consultant shall be responsible in full for payment of its employees, including insurance and deductions, and for payment to any subcontractors. No personnel employed by Consultant shall acquire any rights or status regarding the District. All of the services required hereunder shall be performed by Consultant or under its direction, and all personnel engaged therein shall be fully qualified under applicable state, federal and local laws to undertake the work performed by them.
6. Changes in Scope of Services. The District may require changes or modifications in the scope of services to be performed under this Agreement. Any such changes or modifications shall be in writing and signed by the parties to this Agreement. The compensation for the changes or modifications, whether a decrease or increase, shall be on the same terms and conditions as set forth in Paragraph 2 above or in a manner otherwise mutually agreed to by the parties.
7. Insurance. Consultant shall maintain throughout the performance of this Agreement the following types and amounts of insurance.
 - 7.1 Comprehensive vehicle liability insurance covering personal injury and property damage claims arising from the use of motor vehicles with combined single limits of Two Million Dollars (\$2,000,000).
 - 7.2 Commercial General Liability Insurance written on an occurrence basis with limits no less than Two Million Dollars (\$2,000,000) combined single limit per occurrence and Two Million Dollars (\$2,000,000) aggregate for personal injury, bodily injury and property damage. Coverage shall include, but not be limited to: blanket contractual; products/completed operations; broad form property damage; explosion, collapse and underground (XCU) if applicable; and employer's liability; and
 - 7.3 Professional liability insurance (Errors and Omissions insurance) with limits no less than Two Million Dollars (\$2,000,000).

The insurance policies shall: (1) state that coverage shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability; (2) be primary to any insurance maintained by the District, except as respects losses attributable to the sole negligence of the District; and (3) shall state that the District will be given 45 days prior written notice of any cancellation, suspension, non-renewal or material change in coverage.

The District shall be named as an additional insured on the Commercial General Liability Insurance policy with regard to work and services performed by or on behalf of the Consultant and a copy of the endorsement naming the District as an additional insured shall be attached to the Certificate of Insurance.

Before commencing work and services, Consultant shall provide to the District a Certificate of Insurance and required endorsements evidencing the insurance described above. The District reserves the right to request and receive a certified copy of all required insurance policies.

The above insurance limits do not constitute a limit on Consultant's liability to the District. Any payment of deductible or self-insurance retention shall be the sole responsibility of Consultant.

Consultant shall be solely responsible for the safety of its employees and subcontractors at the Project work site, and shall comply with all applicable federal, state and local statutes, regulations and ordinances regarding safety.

8. Indemnification. Consultant shall indemnify and hold harmless the District, its elected and appointed officers, ~~and employees and agents and volunteers~~ from and against all claims, injuries, damages, liabilities, losses of suits, including attorneys' fees and costs, ~~arising out of or relating to the extent caused by the~~ Consultant's errors and omissions under this Agreement, except for injuries or damages caused by the sole negligence of the District. For the purposes of this indemnification, Consultant specifically and expressly waives any immunity granted under the Washington Industrial Insurance Act, Title 51 RCW. This waiver has been mutually negotiated and agreed to by the parties. If a court of competent jurisdiction determines that this contract is subject to RCW 4.24.115, Consultant's obligation to defend, indemnify and hold harmless the District, its officers, employees, agents and volunteers shall be limited to the extent of Consultant's negligence. The provisions of this Section shall survive the expiration of termination of this Agreement.
9. Ownership of Documents. Consultant agrees to return to District upon termination of this Agreement all documents, logs, drawings, photographs and other written or graphic material, however produced, received from District and used by Consultant in performance of its services hereunder. All documents, logs, drawings, specifications, designs, mylars, surveys, survey data, reports and other work product (collectively referred to as "Work Product") produced by Consultant in connection with the services rendered under this Agreement shall be owned by District upon payment to Consultant. District shall own all copyrights to such Work Product and Consultant agrees to assign all ownership rights to such Work Product to the District upon payment to Consultant. Reuse of any such Work Product by the District for other than a specific project or modification in use by the District of any of the Work Product without the Consultant's prior written approval shall be at the District's sole risk.
10. Standard of Care. Consultant warrants that its services shall be performed with the level of care, skill and competence of the consulting profession in accordance with the standard for professional services at the time the services are rendered.
11. Right of Entry. District shall provide for the right of entry of Consultant and its subcontractors and all necessary equipment in order to complete the services under this Agreement.

12. Compliance with Codes and Standards. Consultant's Professional Services shall be consistent with the standard of care and shall incorporate those publicly known federal, state and local laws, regulations, codes and standards that are applicable at the time Consultant renders its services.
13. Discovery of Hazardous Materials. The Parties recognize that unanticipated hazardous materials or suspected hazardous materials may be discovered on District's property or on property included as part of the site of work but not owned by District. The discovery of unanticipated hazardous materials may delay the Consultant's provision of the services required herein. In that event, the parties may extend the Contract Completion Date by mutual agreement.
14. Termination. This Agreement may be terminated by either Party upon five (5) days written notice for any reason. In the event of termination, Consultant shall be entitled to compensation for all services performed and costs incurred through and including the date of termination, except as to any disputed amounts.
15. General Provisions.
 - 15.1 Notices. Any notice or demand desired or required to be given under this Agreement shall be in writing and deemed given when personally delivered, sent by facsimile machine, or deposited in the United States Mail (or with an express courier), postage prepaid, sent certified or registered mail, and addressed to the parties as set forth below or to such other address as either Party shall have previously designated by such a notice:

<u>To the District:</u> Highline Water District 23828 30th Ave. S. Kent, WA 98032 Attn: Matt Everett General Manager	<u>To the Consultant:</u> Murraysmith 520 Pike Street Seattle, WA 98101 Attn: Shelby Asato, PE Civil Engineer
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 - 15.2 Entire Agreement. This Agreement and its exhibit attachments contain the entire understanding between the District and Consultant relating to the consulting services which are the subject of this Agreement. This Agreement merges all prior discussions, negotiations, letters of understanding or other promises whether oral or in writing. Subsequent modification or amendment of this Agreement shall be in writing and signed by the parties to this Agreement.
 - 15.3 Waiver. Waiver of any breach or default hereunder shall not constitute a continuing waiver or a waiver of any subsequent breach either of the same or of another provision of this Agreement.
 - 15.4 No Third Party Rights. This Agreement is made only for the benefit of the District and Consultant and successors in interest and no third party or person shall have any rights hereunder whether by agency, as a third party beneficiary, or otherwise.

- 15.5 Jurisdiction/Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. Any suit to enforce or relating to this Agreement shall be brought in King County Superior Court, King County, Washington.
- 15.6 Severability. If any term, covenant or condition of this Agreement is held by a court of competent jurisdiction to be invalid, the remainder of this Agreement shall remain in effect.
- 15.7 Effective Date. The effective date of this Agreement shall be the date that this Agreement has been signed by an authorized representative of the District ("Effective Date").

MURRAYSMITH
("Consultant")

By _____
Typed Name Jeff Kreshel, PE
Its Principal Engineer
Dated _____

HIGHLINE WATER DISTRICT
("District")

By _____
Typed Name Matt Everett
Its General Manager
Dated _____

EXHIBIT A

SCOPE OF SERVICES 19-1 NORTH HILL AC WATER MAIN REPLACEMENT PROJECT HIGHLINE WATER DISTRICT

Statement of Understanding

Murraysmith was retained by the Highline Water District (District) to provide engineering services for the 19-1 North Hill AC Water Main Replacement project as identified by the District. The water main replacement project is located along multiple residential streets within the City of Des Moines (City) and includes the replacement and upsizing of approximately 10,000 feet of existing 4- inch and 6- inch diameter water main with new 8-inch ductile iron water main and appurtenances. Roadway improvements are assumed to be permanent patch and a half width pavement grind and overlay only, design requirements will be confirmed by the City and District.

Murraysmith has developed the following scope of services and accompanying fee estimate based on our understanding of the project and discussions with District staff. This scope includes topographic surveying and base map, preliminary design, final design, and support services on an as-needed basis to assist the District during bidding. The District will be responsible for all necessary permitting, potholing, easement acquisition, bidding and construction management.

Scope of Services

The Scope of Services tasks are further detailed via the following four components, where applicable:

1. Subtasks: specific project elements and efforts that will be completed by the Consultant and/or their Sub-Consultant.
2. Consultant Team Deliverables: the finished product that will be delivered to the District via electronic and/or hard copy.
3. District (and/or City) Responsibilities: tasks that will be completed and/or elements of information that will be provided by District Staff.
4. Assumptions: assumptions used to develop each task.

Task 101 - Project Management

Provide for management of the project and coordination with the project team. The following work elements are included in this task as specifically defined below.

Subtasks:

- 101.1 Project Status Reporting – Report status of work activities, data needs and issues requiring District input through e-mails and phone calls to District Project Manager.
- 101.2 Staff/Consultant Team Management – Manage project staff and subconsultant to ensure all services are in conformance with the scope of services, budget, and schedule.
- 101.3 Invoices and Budget Oversight – Monitor project costs and manage budget and billing tasks, including preparation and submission of monthly invoices and progress reports.
- 101.4 Quality Assurance/Quality Control (QA/QC) –Manage and coordinate in-house quality assurance reviews of all deliverables.

Murraysmith Deliverables:

- E-mail project status reports.
- Correspondence, e-mails and other documentation.
- Monthly invoices and progress reports.

District (and/or City) Responsibilities:

- Review project status reports, invoices, and schedule and provide comments to Murraysmith.

Assumptions:

- Anticipated notice to proceed will be on or about February 26, 2019.
- Design services will be completed according to the schedule contained in this scope.

Task 102 – Project Meetings and Coordination

Provide for project coordination with District staff. Elements of this task will include:

- 102.1 Kick-off Meeting – Prepare for and conduct project kick-off meeting with District staff, City staff and key team members to discuss project, review project schedule and discuss key elements of the project. Prepare a meeting agenda and summary.
- 102.2 Correspondence and Coordination with District - All communication will be coordinated through the District's Project Manager. Correspondence with the District Project Manager

via phone conversations and e-mail will include the communication of project decisions, project status, work activities, and issues requiring District input.

- 102.3 Correspondence and Coordination with City Staff - All communication will be coordinated through the City's Project Manager. Correspondence with the City Project Manager via phone conversations and e-mail will include the communication of project decisions, project status, work activities, and issues requiring City input.

Murraysmith Deliverables:

- E-mail summaries of coordination discussions.

District (and/or City) Responsibilities:

- Coordinate with design team and attend kick-off meeting.
- At the kick-off meeting with District staff, identify fire hydrants to remain, and provide a list of water services (on the form supplied by Murraysmith) for the project.
- At the kick-off meeting with City staff, verify roadway improvements (if any).
- Attend a site visit with Murraysmith staff and provide input on design requirements.

Assumptions:

- One (1) kick-off meeting will be attended by up to two Murraysmith team members.
- The above identified number of general project and individual utility design coordination meetings (either in person at District or other office or remotely via GoTo Meeting or similar) with the District and/or others will be attended by up to two (2) Consultant team members.

Task 201 – Data Collection and Review

Collect and review project-related information and data. Elements of this task will include:

- 201.1 Data Request List – Coordinate with District on data needs and availability of data. Prepare a list of data needed for the project, submit list to the District during project kick-off, and coordinate with the District during the data collection process.
- 201.2 Review Data and Information – Review data and information provided by the District and extract relevant information for the project. This will include record drawings, previous studies or reports, GIS, aerial photographs, construction photos, and other data related to the project sites.

Murraysmith Deliverables:

- Electronic copies of formal “Data Request”.

District (and/or City) Responsibilities:

- Provide all available documentation for District facilities, as requested.
- District crews to perform potholing as determined on an as-needed basis.

Assumptions:

- A single (1) data request will be developed and submitted to the District.

Task 202 – Field Survey and Base Map Development

Provide topographic surveying and base map preparation for the Project Limits illustrated and defined in Attachment A. The mapping for this task consists of approximately 10,000 lineal feet (**water main length*) of roadway within the Right of Way corridor. The following work elements are included as Attachment B – Pace Engineers, Inc. Proposal.

- 201.1 Coordination with Survey Consultant – Coordinate survey work and deliverables with Pace Engineers, Inc.
- 201.2 Coordination with District – Coordinate with District regarding review and verification of base map and existing utility systems for accuracy and completeness.
- 201.3 Franchise Utilities Coordination – Provide up to 20 hours of coordination with franchise utilities (e.g. Puget Sound Energy, Comcast Cable, Century Link) with facilities within the vicinity of the project. Contact appropriate utilities to confirm presence or absence of facilities in the project corridor and obtain pertinent information and record drawings.

Consultant Team Deliverables:

- A survey base map of the project areas in AutoCAD Civil 3D format of the project to Murraysmith CAD standards. The Scale of the survey drawing shall be 1-inch = 20-feet.

District (and/or City) Responsibilities:

- Provide all available documentation for District facilities, as requested.
- Review and provide comments on base map for accuracy and completeness relative to existing utility systems information.

Assumptions:

- Base map will be updated based on District review and verification for accuracy and completeness of existing water system.
- Pace Engineers, Inc. assumptions are listed in Attachment B

Task 301 - Preliminary Design

This task will include coordination with District staff and development of preliminary plans to the approximately 60 percent design completion level as described below.

- 301.1 Utility Improvement Plans (60 percent Design Completion Level) – Using the project information developed in the previous tasks, prepare preliminary design drawings to the 60 percent design completion level. Preliminary drawings will show plan views only and major project elements, preliminary drawings will not include water main profiles and details. Drawings will be developed at 1-inch = 20-foot scale in AutoCAD electronic format. The drawings will be prepared and submitted to the District for review and comment.
- 301.2 Utility Improvement Engineer’s Opinion of Probable Construction Cost – A preliminary engineer’s opinion of probable construction cost, to 60 percent design completion level, will be developed and include a schedule of estimated quantities, unit prices, and total preliminary construction cost.

Murraysmith Deliverables:

- 60 percent preliminary plans, at half size (11x17), will be prepared and submitted to the District in electronic format (PDF) for review and comment.
- Engineer’s Opinion of Probable Construction Cost in electronic format (PDF) for review and comment.

District (and/or City) Responsibilities:

- Complete review of the preliminary design drawings, engineer’s opinion of probable construction cost and all supporting documentation with one compiled written set of comments.

Assumptions:

- A single (1) plan set and engineer’s opinion of probable construction cost will be developed under this task that combines both the roadway and utility improvements.
- District (and/or City) will provide information on roadway improvements (if any). Design of storm system and pedestrian improvements are not part of this scope of services.

- Fire hydrants to remain, and District will provide a list of water services for the project at the kick-off meeting.
- District (and/or City) review period is assumed to be 1 week.
- Only one (1) set of review comments will be received from the District.
- Per District request, technical specifications and front-end documents will not be prepared as part of the preliminary design efforts.
- Profile view of the water alignment will not be provided as part of this project.
- Per District direction, no geotechnical services will be provided as part of this contract.
- Per District direction, no Critical Areas Study, environmental documentation, or other permitting will be provided as part of this contract.
- District (and/or City) to provide direction on desired pavement patch requirements and/or other restoration requirements. For the purpose of developing this scope and fee estimate, restoration will involve a pavement trench patch and half-width pavement grind and overlay.

Task 401 – Final Design

This task will include coordination with District staff and development of final plans to include a complete package for utility improvements for the project based on comments from the District’s review of the preliminary design. Final design plans will be presented at the 90 percent completion level for review by the District. Final bid ready plans will incorporate all prior review comments and will be suitable for bidding. Elements of this task will include:

401.1 Plans, Technical Specifications, and Estimate (PS&E) – 90 percent Design Completion Level

- Preliminary design drawings (60 percent design completion level) will be revised to and further developed to incorporate comments from the District’s review of the preliminary design. Develop design plans to approximately the 90 percent design completion level.
- Murraysmith will prepare technical specifications and appendices to support the design and to be included in the project Contract Documents. Specifications will be prepared based on the District’s and City’s standard special provisions to the most current WSDOT Standard Specifications.
- The engineer’s opinion of probable construction cost (60 percent design completion level) will be revised per the design revisions and will include a schedule of estimated quantities, unit prices, and total construction cost. Develop engineer’s opinion of probable construction cost estimate to approximately the 90 percent design completion level.

- Submit 90 percent design package, including near complete plan set, technical specifications, and engineer's opinion of probable construction cost, to the District for review and comment. District comments will be consolidated and provided electronically to Murraysmith.

401.2 Final Bid Ready Plans, Technical Specifications and Estimate

- The 90 percent design package will be revised to incorporate comments from the District's review of the 90 percent design. Develop design plans, technical specifications, and engineer's opinion of probable construction cost that are ready for bidding. Revise bid proposal quantities to reflect a bid-ready design package.
- Submit stamped and signed bid ready plans and technical specifications to District for distribution.

401.3 Front End Documents (limited) – Obtain standard front-end documents from the District and revise as necessary to meet project requirements.

Murraysmith Deliverables:

- 90 percent plans at half size (11x17), technical specifications, front-end documents and engineer's opinion of probable construction cost will be prepared and submitted to the District in electronic format (PDF and Word) for review and comment.
- Final stamped design plans at half size (11x17) and full size (22x34), technical specifications, front-end documents and engineer's opinion of probable construction cost will be prepared and submitted to the District in electronic format (PDF and Word).

District (and/or City) Responsibilities:

- Complete technical review of the documents at 90 percent design completion level with written comments.
- Prepare and provide electronic files, and periodic updates, of text, forms, schedules and other components of the District's (and/or City's) current Standard Supplemental Special Provisions (technical specifications).
- District (and/or City) to provide AutoCAD drawings of standard details to be incorporated into the Contract Plans.
- District to coordinate and submit bid-ready contract documents for advertisement in Builders Exchange, SolicitBid, or similar service.

Assumptions:

- Murraysmith shall apply a Washington Professional Engineer's stamp with signature and date on the final bid-ready edition of the design plans, technical specifications, front end documents and engineer's opinion of probable cost.
- District (and/or City) will be responsible for preparing permits, easements, and coordinating project elements with key stakeholders, including franchise utilities and public as affected by the project.
- District (and/or City) review period is assumed to be 1 week.
- Review comments will not be received on the final design submittal.
- Design plans are anticipated to include up to 24 sheets as indicated in the preliminary drawing list included with this scope of services.
- Profile view of the water alignment will not be provided as part of this project.
- District (and/or City) standard details will be included in the Contract Plans, not in the Contract Provision Appendices.
- Per District direction, no Critical Areas Study, environmental documentation, or other permitting will be provided as part of this contract.
- District standard front-end documents will require nominal editing outside of project specific information. Murraysmith's support services for front-end document coordination will be performed up to the extent of the fee estimate, unless otherwise approved in advance by the District through a budget amendment.
- District standard front-end documents include Division 1 specifications.

Task 501 – Assistance During Bid Period (Limited)

Under this task, assistance will be provided to the District during the project bidding and award process for the project. Murraysmith will provide typical services on an as-needed basis as outlined below:

- 501.1 Bidder Inquiries – With direction from the District, respond to questions from bidders, subcontractors, equipment suppliers and other vendors regarding the project plans and specifications. Maintain a written record of communications during bidding process.
- 501.2 Addendum – Assist the District in the preparation of an addendum as necessary to clarify the contract documents.

Murraysmith Deliverables:

- Written responses to bidder's questions as required.
- Addendum as required for the District to distribute to the plan holders.

District (and/or City) Responsibilities:

- The District will be responsible for tasks associated with printing bid documents, document distribution, bid advertisement, addenda distribution, plan holder administration, bid evaluation, bid tabulation, etc.

Assumptions:

- Murraysmith's support services during bidding will be performed up to the extent of the fee estimate, unless otherwise approved in advance by the District through a budget amendment.
- Up to three (3) responses to bidder inquiries will be prepared.
- Up to one (1) addendum will be prepared for the District.
- Construction support services will be scoped upon request after assistance during bid period is complete.

Preliminary Estimated Schedule

Murraysmith and their sub-consultant shall begin work immediately upon receipt of Notice to Proceed from the District. Work shall proceed according to the preliminary estimated schedule presented below, which reflects the District's desire to complete all design work by the first week of June 2019. Murraysmith will proceed according to the work program shown below, however the schedule may change due to factors beyond Murraysmith's control, such as additional time required for District (and/or City) review, etc.

Notice to Proceed	February 2019
Data Collection/Survey and Base Map	March 2019
60% Draft P&E/Submittal	April 2019
90% Draft PS&E Submittal	May 2019
Final Bid-Ready Documents	June 2019
Bidding and Award	June 2019
Construction	July – October 2019

Preliminary Drawing List

Sheet	Drawing	Name
1	G1	Title Sheet, Vicinity Maps and Drawing Index
2	G2	Abbreviations, Symbols, Legend, and General Notes
3	G3	Survey Data Control Plan and Notes
4-5	G4-G5	Temporary Erosion and Sediment Control Plan & Notes
6-18	C1-C13	Water Plans
19	C14	Water Service Schedule
20-21	C15-C16	District Standard Water Details
22	C17	Miscellaneous Details
23-24	TC1-TC2	Traffic Control Plan (Typical)

**19-1 North Hill AC Water Main Replacement Project
Highline Water District**

EXHIBIT B

PROPOSED FEE ESTIMATE

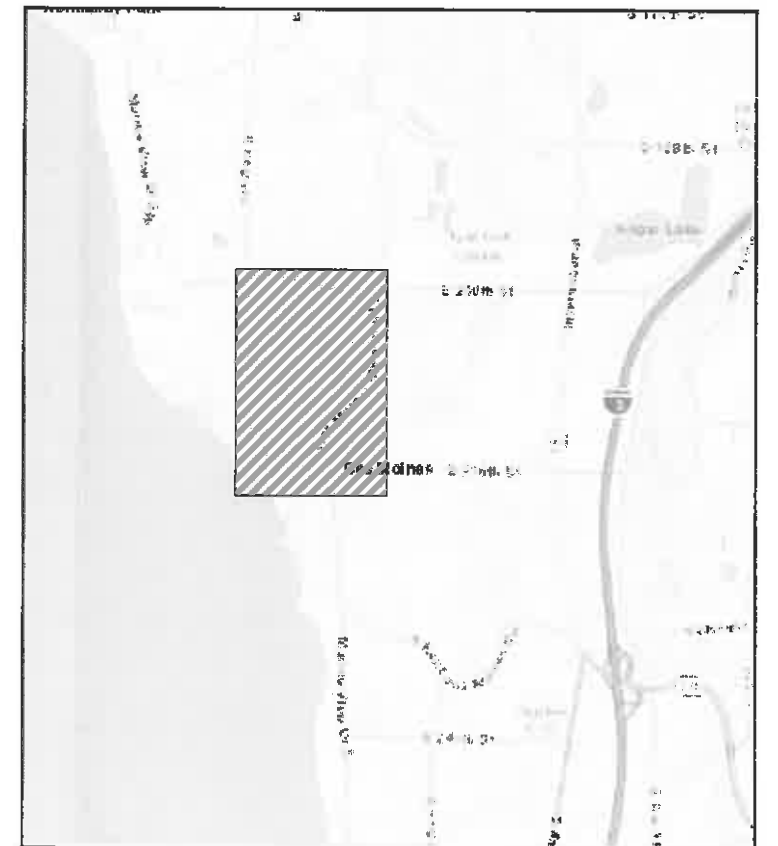
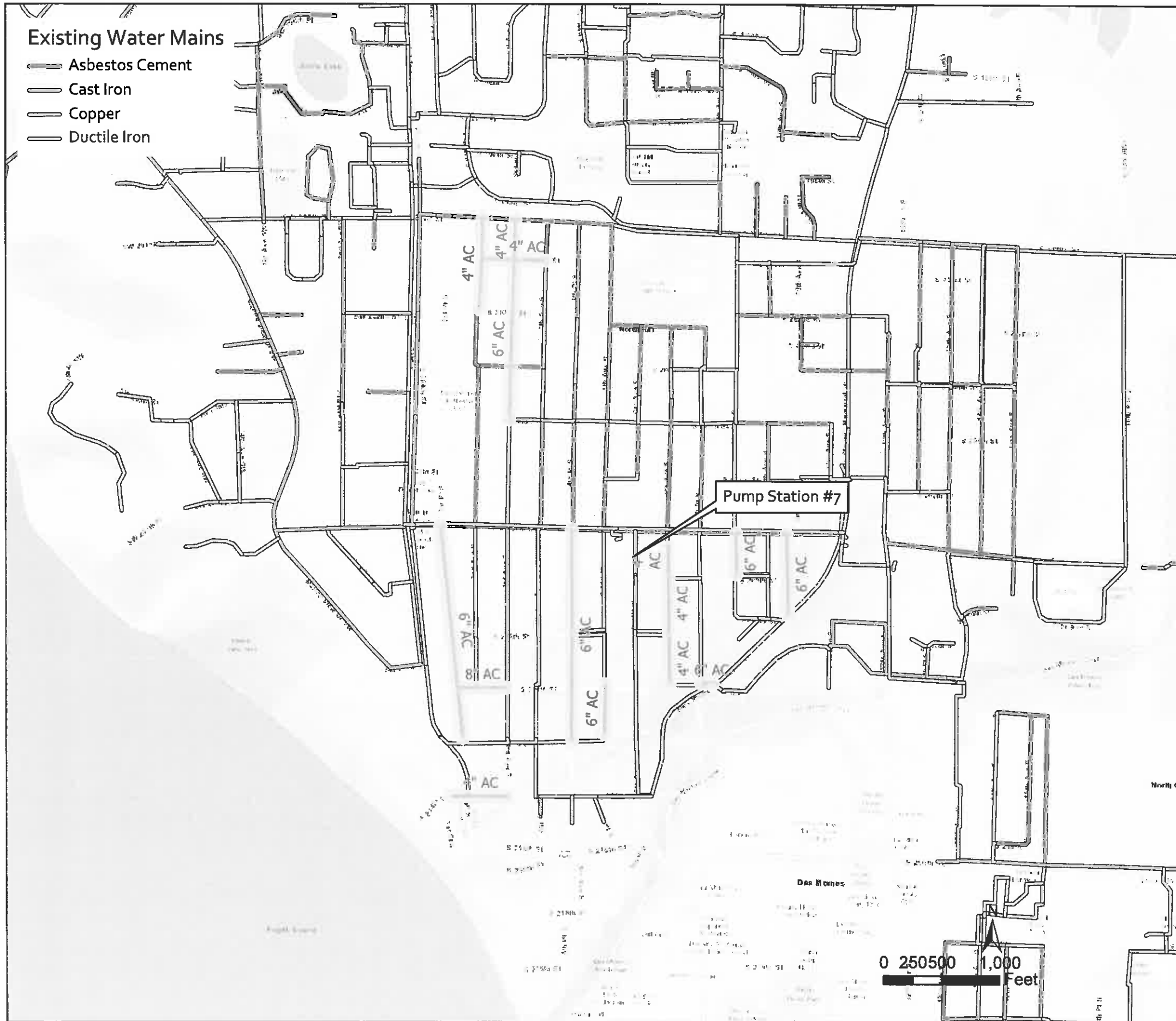
							ESTIMATED FEES						
	Principal Engineer IV	Professional Engineer IV	Engineering Designer II	Technician III	Administrative I	Hours	Labor	Subconsultants			Subconsultant Total	Expenses	Total
	\$245	\$168	\$141	\$137	\$91			PACE					
Task 101 - Project Management													
Task 101.1 - Project Status Reporting	1	2			2	5	\$ 747				\$ -	\$ 10	\$ 757
Task 101.2 - Staff/Consultant Team Management	2	8				10	\$ 1,770				\$ -	\$ 40	\$ 1,810
Task 101.3 - Invoices and Budget Oversight	1	5			6	12	\$ 1,591				\$ -	\$ 25	\$ 1,616
Task 101.4 - Quality Assurance/Quality Control (QA/QC)	16					16	\$ 3,920				\$ -	\$ 10	\$ 3,930
Task 101 Subtotal	20	15	0	0	8	43	\$ 8,028	\$ -	\$ -	\$ -	\$ -	\$ 85	\$ 8,113
Task 102 - Project Meetings and Coordination													
Task 102.1 - Kick-off Meeting	2	4	4		1	11	\$ 1,785				\$ -	\$ 45	\$ 1,830
Task 102.2 - Correspondence and Coordination with District	4	12	8			24	\$ 4,028				\$ -	\$ 20	\$ 4,048
Task 102.3 - Correspondence and Coordination with City		6	6			12	\$ 1,806				\$ -	\$ -	\$ 1,806
Task 102 Subtotal	6	22	18	0	1	47	\$ 7,619	\$ -	\$ -	\$ -	\$ -	\$ 65	\$ 7,684
Task 201 - Data Collection and Review													
Task 201.1 - Data Request List		2	4			6	\$ 884				\$ -	\$ 10	\$ 894
Task 201.2 - Review Data and Information		2	8			10	\$ 1,448				\$ -	\$ 10	\$ 1,458
Task 201 Subtotal	0	4	12	0	0	16	\$ 2,332	\$ -	\$ -	\$ -	\$ -	\$ 20	\$ 2,352
Task 202 - Field Survey and Base Map Development													
Task 202.1 - Coordination with Survey Consultant		2	4	4		10	\$ 1,432	\$ 74,360			\$ 74,360	\$ -	\$ 74,360
Task 202.2 - Coordination with District		2	4			6	\$ 884				\$ -	\$ -	\$ 884
Task 202.3 - Franchise Utilities Coordination		4	8			12	\$ 1,768				\$ -	\$ -	\$ 1,768
Task 202 Subtotal	0	8	16	4	0	28	\$ 4,084	\$ 74,360	\$ -	\$ -	\$ 74,360	\$ 72	\$ 78,516
Task 301 - Preliminary Design													
Task 301.1 - Utility Improvement Plans (60% Design Completion Level)	8	40	100	120		268	\$ 38,900				\$ -	\$ 2,210	\$ 41,110
Task 301.2 - Utility Improvement Engineer's Opinion of Probable Construction Cost	1	2	8			11	\$ 1,693				\$ -	\$ -	\$ 1,693
Task 301 Subtotal	9	42	108	120	0	279	\$ 40,593	\$ -	\$ -	\$ -	\$ -	\$ 2,210	\$ 42,803
Task 401 - Final Design													
Task 401.1 - Plans, Tech. Specifications & Estimate (PS&E) - 90%	14	61	122	118	6	321	\$ 47,104				\$ -	\$ 2,274	\$ 49,378
Task 401.2 - Final Bid Ready Plans, Tech. Specifications & Estimate	8	27	55	52	4	146	\$ 21,523				\$ -	\$ 1,136	\$ 22,659
Task 401.3 - Front End Documents (limited)	6	16	12		8	42	\$ 6,450				\$ -	\$ -	\$ 6,450
Task 401 Subtotal	28	104	189	170	18	509	\$ 75,077	\$ -	\$ -	\$ -	\$ -	\$ 3,410	\$ 78,487
Task 501 - Assistance During Bid Period (Limited)													
Task 501.1 - Bidder Inquiries	1	2	6			9	\$ 1,411				\$ -	\$ 10	\$ 1,421
Task 501.2 - Addendum	1	2	6			9	\$ 1,411				\$ -	\$ 20	\$ 1,431
Task 501 Subtotal	2	4	12	0	0	18	\$ 2,822	\$ -	\$ -	\$ -	\$ -	\$ 30	\$ 2,852
TOTAL - ALL TASKS	65	199	353	294	27	940	\$ 140,555	\$ 74,360	\$ -	\$ -	\$ 74,360	\$ 5,892	\$ 220,807



Project 19-1: AC Water Main Replacement

Project Notes:

Consultant: TBD
Project Length: ~10,000 LF





February 15, 2019

Murraysmith
Shelby Asato, PE
520 Pike Street, Suite 1350
Seattle, WA 98101

**Subject: Survey Proposal for Professional Survey Services
Proposed AC Water Main Replacement, Project 19-1**

Dear Shelby,

PACE Engineers, Inc., is pleased to submit this cost proposal for providing Professional Survey Services for the subject project. If anything in this proposal is not as you anticipated, please let us know so we can adjust it as required. The tasks, scope of work and total cost for these tasks, as we envision them, are as follows:

Area of Coverage:

Mapping of approximately 11,350lf of the full right of way including portions of 1st Pl S, 2nd Ave S, 3rd Ave S, 4th Pl S, 5th Ave S, 7th Ave S 8th Ave S, 9th Pl S, S 201st St, S 212th St and S 214th St as delineated in Yellow on the attached drawing.

Scope of Services:

Perform a Topographic Survey of the project area to reflect current conditions including mapping of the right of way sufficient to create 2-foot contours, including but not limited to buildings, walks, edges of pavement, significant trees (<6" dbh) and all street trees, fences, retaining walls and rockeries. PACE will coordinate for underground utility locates (to be performed by others). Sanitary sewer and storm drain structures will be located and pipe type and invert elevations will be labeled. The Survey will be prepared showing property boundary and Right-of Way lines based on property description, available record survey information and monuments shown thereon. C3D 2018 files will be provided at completion of the survey.

Schedule:

We are available to commence work on this project upon receipt of notice to proceed and anticipate delivery of the Survey within 30 working days of receipt of the notice to proceed. Progress drawings can be made available if needed as work progresses.

Fee: Topographic Survey

The cost for the Survey services will be completed on a **fixed fee basis of: \$60,400.00**

Subconsultant/Locate estimated fee of: **\$7,200.00**
To be invoiced separately

Terms and Conditions

See attached Terms and Conditions.

In summary, we have developed a scope of work and budget based on our present knowledge of the proposed project. We have tried to cover all aspects of the project; however, if you feel that additional areas of work require our attention or if you have any questions please do not hesitate to contact us. If you concur with this proposal, please sign below and forward one copy back to our office. Your returned copy will constitute a notice to proceed.

PACE ENGINEERS, INC.



William R. Hawkins
Senior Principal Surveyor

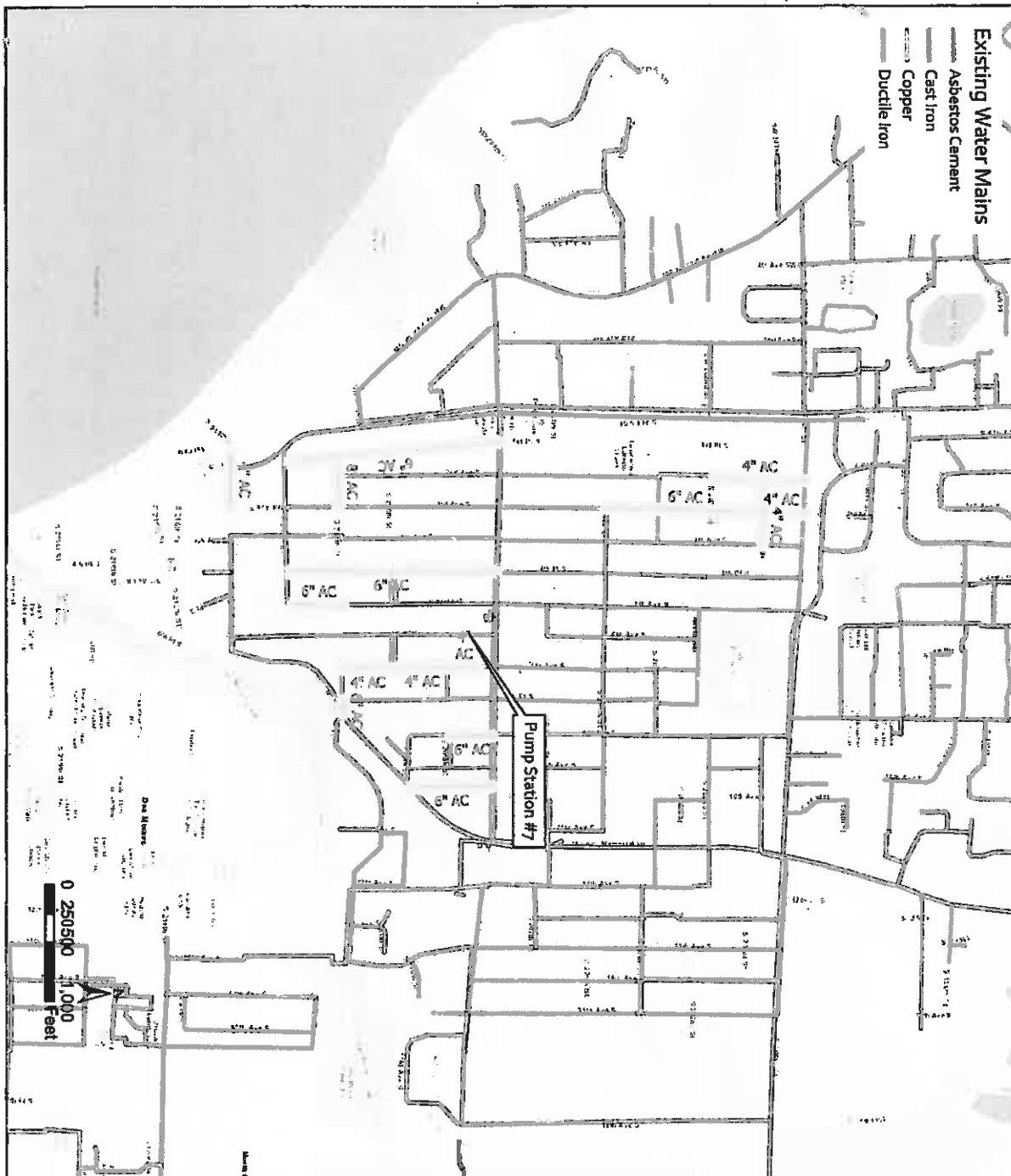
PACE ENGINEERS, INC.



Ben Ehrich, LSIT
Survey Project Manager

I authorize work to proceed and payment as set forth in this agreement and the attached terms and conditions:

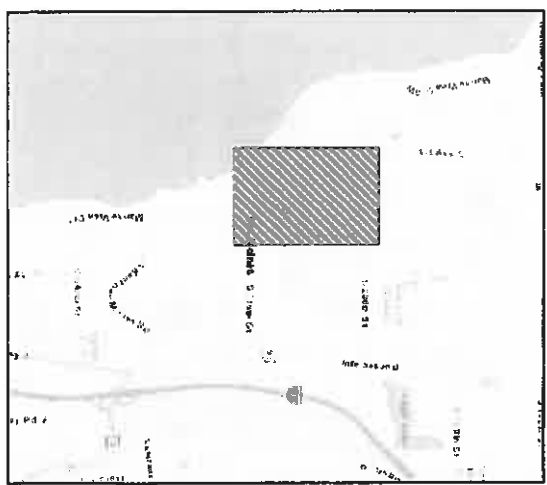
Name	Title	Date
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Project 19-1: AC Water Main Replacement

Project Notes:

Consultant: TBD
Project Length: ~40,000 LF



Agenda Item No.: 5.1
Agenda Date: 02/26/19
Reviewed By: 

Subject: Resolution authorizing Consulting Services Agreement #19-60-06 with Murraysmith for the design of Project 19-1 2019 AC Water Main Replacement (North Hill)

CATEGORY	
<i>Executive</i>	<input type="checkbox"/>
<i>Administrative</i>	<input type="checkbox"/>
<i>Engineering/Operations</i>	<input checked="" type="checkbox"/>

FINANCIAL			
<i>Expenditures?</i>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
<i>Budgeted?</i>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
			<i>Amount:</i> \$ <u>220,807.00</u>
			<i>(Excludes Sales Tax)</i>

Attachments:

1. Resolution 19-2-26A
2. Attachment 1 – Consultant Agreement #19-60-06

Comments:

By passage of Resolution 18-12-19B, the Board approved the 2019 Capital Improvement Program, which included Project 19-1

The District desires to upgrade and replace its water distribution facilities in the North Hill area and requested Murraysmith to provide engineering design services for the water main replacement work.

The District's Engineering Manager and General Manager have reviewed the scope of services and budget submitted by Murraysmith and recommend approval of this resolution