

RESOLUTION 2021-MM

A RESOLUTION OF THE TOWN OF EATONVILLE, WASHINGTON, APPROVING SUPPLEMENTAL AGREEMENT NUMBER 11 OF THE SR 161 WA AVENUE NORTH CORRIDOR STREETScape PROJECT FOR CONSTRUCTION CONTRACT MANAGEMENT SERVICES

WHEREAS, on August 25, 2011, the Town of Eatonville entered into a Local Agency Agreement with the Washington State Department of Transportation for the SR 161 Washington Avenue North Corridor Streetscape and Design Project. KPG, P.S. is the contractor performing the work; and

WHEREAS, the primary goal of the project is to provide and upgrade the pedestrian features and amenities from the intersection of Lynch Creek Road/SR 161 and Center Street/SR 161 as well as to provide architectural and landscape amenities throughout the corridor; and

WHEREAS, Supplemental Agreement Number 10, approved by Resolution 2021-V, had a maximum amount payable of \$569,266 and Supplemental Agreement Number 11 increases this by \$37,822 as referenced in Exhibit D of the attached Supplement; and

WHEREAS, the Town of Eatonville desires to enter into Supplemental Agreement Number 11, which increases the contract maximum amount payable to \$607,088 to include preparation of the funding package for WSDOT approval as well as bid and award assistance; now, therefore;

THE TOWN COUNCIL OF THE TOWN OF EATONVILLE, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

THAT: Supplemental Agreement Number 10 to the SR 161 Washington Avenue North Corridor Streetscape and Design Project, in the form attached hereto as Exhibit A, is approved.

PASSED by the Town Council of Town of Eatonville and attested by the Town Clerk in authentication of such passage this 22nd day of November, 2021.

Mike Schaub, Mayor

ATTEST:

Miranda Doll, Town Clerk



**Washington State
Department of Transportation**

Supplemental Agreement Number <u>11</u>		Organization and Address	
Original Agreement Number KPG #10089		KPG, P.S. 2502 Jefferson Avenue Tacoma, WA 98402 Phone: 253-627-0720	
Project Number STPUS-0161(013)	Execution Date	Completion Date 12/31/2022	
Project Title SR161/Washington Avenue Streetscape	New Maximum Amount Payable \$607,088		
Description of Work This supplement will provide the effort to assist the Town with engineering services to complete the WSDOT approval process through the bidding process. Please see Exhibit A, Scope of Work, for project specifics.			

The Local Agency of Town of Eatonville

desires to supplement the agreement entered in to with KPG, P.S.

and executed on 4/26/2011 and identified as Agreement No. STPUS-0161(031)

All provisions in the basic agreement remain in effect except as expressly modified by this supplement.

The changes to the agreement are described as follows:

I

Section 1, SCOPE OF WORK, is hereby changed to read:

See Attached Scope of Work

II

Section IV, TIME FOR BEGINNING AND COMPLETION, is amended to change the number of calendar days for completion of the work to read: No Change - Completion Date Remains December 31, 2022.

III

Section V, PAYMENT, shall be amended as follows:

Total Budget through Supplement 10 = \$569,266 + Supplement 11 \$37,822.00 = \$607,088.00 (New Maximum Amount Payable)

as set forth in the attached Exhibit A, and by this reference made a part of this supplement.

If you concur with this supplement and agree to the changes as stated above, please sign in the Appropriate spaces below and return to this office for final action.

By: Olivia Paraschiv, Project Manager

By: _____

Olivia Paraschiv

Consultant Signature

Approving Authority Signature

Date

EXHIBIT A

Town of Eatonville SR 161/Washington Ave N. Corridor Streetscape Project Phase 2 Federal Aid Number: STPR-0161(031)

KPG, P.S.
Supplement #11
Scope of Work
November 8, 2021

A. PROJECT BACKGROUND / DESCRIPTION

This Supplement will cover engineering services to complete the WSDOT approval process so that the project can proceed with advertisement for bids. The Consultant will also assist the Town during the bid and award processes.

TASK 1 – MANAGEMENT / COORDINATION / ADMINISTRATION

- 1.1 The Consultant will provide continuous project management for the project duration, until project advertisement (estimate 3 months, from November 2021 to January 2022).
- 1.2 The Consultant shall prepare monthly invoices with progress reports identifying work in progress, upcoming work elements, and reporting of any delays, issues, or additional information needs.
- 1.3 The Consultant shall prepare for and attend coordination meetings with Town staff, as needed.
- 1.4 The Consultant shall prepare for and attend coordination meetings with WSDOT Local Programs Office, as needed.

Task 1 Deliverables:

- *Monthly invoices with progress reports (estimate 3 months)*

TASK 2 – WSDOT PFA AND FUNDING PACKAGE

- 2.1 The Consultant will continue efforts to address WSDOT's Plan for Approval comments (beyond 2 rounds of reviews included in Supplement #10), until final approval is received.
- 2.2 The Consultant shall assist the Town with preparing a complete Funding Package for WSDOT's review and approval.

EXHIBIT A

Task 2 Deliverables:

- *WSDOT Plan for Approval (PDF)*
- *Funding Package for WSDOT approval*

TASK 3 – BID AND AWARD ASSISTANCE

- 3.1 Bid Assistance: The Consultant will assist advertisement at Builders Exchange of Washington (BXWA). The Town is responsible for the fees related to advertising through BXWA.com and other publications. The Consultant shall prepare as needed; up to two (2) addenda and written response to bidder questions.
- 3.2 Award Assistance: The Consultant shall attend the bid opening, prepare bid tabulation, verify bids for accuracy and provide recommendation for award. The Consultant shall consolidate all addenda items and prepare a Conformed Set of Plans, Specifications, and Cost Estimate for the Town's use and files.

Task 3 Deliverables:

- *Up to two (2) Addenda and Response to Bidder Questions (PDF)*
- *Bid Tabulation (Excel and PDF)*
- *Recommendation for Award Letter (PDF)*
- *Conformed Plans, Specifications and Cost Estimate (PDF)*

EXHIBIT D

PRIME CONSULTANT COST COMPUTATIONS

Client: Town of Eatonville

Project SR 161/Washington Ave N Corridor Streetscape Project Phase 2

10089 Supplement #11

DATE: November 8, 2021

Task No.	Task Description	Labor Hour Estimate						Total Hours and Labor Fee Estimate by Task	
		Principal	Senior Engineer	Design Engineer	Document Control Specialist	Business Manager	Senior Admin		
		274	203	126	122	174	112	Hours	Fee
Task 1 - Management / Coordination / Administration									
1.1	Project Management (est 3 months to advertisement)		5			3		8	\$ 1,537.00
1.2	Monthly Invoice and Progress Report		3			3		6	\$ 1,131.00
1.3	Coordination meetings with Town	2	2					4	\$ 954.00
1.4	Coordination meetings with WSDOT Local Programs	6	6					12	\$ 2,862.00
Task Total		8	16	0	0	6	0	30	\$ 6,484.00
Task 2 - WSDOT PFA and Funding Pacakage									
2.1	Plan for Approval		16	40				56	\$ 8,288.00
2.2	Funding Package	6	40					46	\$ 9,764.00
Task Total		6	56	40	0	0	0	102	\$ 18,052.00
Task 3 - Bid and Award Assistance									
3.1	Bid Assistance		16	16			8	40	\$ 6,160.00
3.2	Award Assistance		8	8	16		16	48	\$ 6,376.00
Task Total		0	24	24	16	0	24	88	\$ 12,536.00
Total Labor Hours and Fee		14	96	64	16	6	24	220	\$ 37,072.00
Reimbursable Direct Non-Salary Costs									
								Mileage at current IRS rate	
								Reproduction Allowance	\$ 750.00
								Total Reimbursable Expense	\$ 750.00
								Total Estimated Budget	\$ 37,822.00