

RESOLUTION 2026-M

**A RESOLUTION OF THE TOWN OF EATONVILLE, WASHINGTON
AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES
CONSULTANT AGREEMENT WITH PSOMAS FOR DESIGN OF RIDGE
ROAD WEST AND MADISON AVE SOUTH OVERLAY**

WHEREAS, the Eatonville Town Council approved Resolution 2026-YY on December 8, 2025, accepting a grant from the Transportation Improvement Board (TIB) to fund the 2027 Overlay project; and

WHEREAS, the Town is in need of a professional consulting firm to complete plans, specifications and estimates for this project; and

WHEREAS, the Town has a match of \$35,585 and wishes to utilize funds from the REET fund to cover this financial burden to the Town; and

WHEREAS, the Town has a good working relationship with Psomas and has received good customer service as well as technical support and wishes to continue to utilize them for consulting on design and engineering services; now, therefore,

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

THAT: The Town Council approves, and the Mayor is authorized to execute on behalf of the Town, the attached professional services agreement with Psomas for 2027 Overlay project, not to exceed \$59,622.

PASSED by the Town Council of Town of Eatonville and attested by the Town Clerk in authentication of such passage this 13th day of April 2026.

Emily McFadden, Mayor

ATTEST:

Miranda Doll, Town Clerk

RESOLUTION 2026-M

TOWN OF EATONVILLE PROFESSIONAL SERVICES AGREEMENT

THIS Agreement is made effective as of the ____ day of _____, 2026, by and between

TOWN OF EATONVILLE, WASHINGTON (“TOWN”)

210 Center Street West

P.O. Box 309

Eatonville, WA 98328

Contact: Mayor Emily McFadden

Phone: 360.832.3361

mayor@eatonville-wa.gov

and

PSOMAS Inc. (“CONSULTANT”)

2502 Jefferson Ave.

Tacoma, WA 98402

Contact: Terry Wright

Phone: 253.627.0720

Terry.wright@psomas.com

for professional services in connection with the following Project(s): Design services for Ridge Road W., Madison Ave S., Pennsylvania Ave N., & Larson Street W..

TERMS AND CONDITIONS

1. Services by Consultant

- A. Consultant shall perform the services described in the Scope of Work attached to this Agreement as Exhibit "A." The services performed by the Consultant shall not exceed the Scope of Work without prior written authorization from the Town.
- B. The Town may from time to time require changes or modifications in the Scope of Work. Such changes, including any decrease or increase in the amount of compensation, shall be agreed to by the parties and incorporated in written amendments to the Agreement.

2. Compensation

TIME AND MATERIALS. Compensation for these services shall be on a time and material basis according to the list of billing rates and reimbursable expenses attached hereto as Exhibit “B.”

3. Payment

- A. Consultant shall maintain time and expense records and provide them to the Town monthly, along with monthly invoices in a format acceptable to the Town for work performed to the date of the invoice.
- B. All invoices shall be paid by Town within sixty (60) days of receipt of a proper invoice.

- C. Consultant shall keep cost records and accounts pertaining to this Agreement available for inspection by Town representatives for three (3) years after final payment unless a longer period is required by a third-party agreement. Copies shall be made available on request.
- D. If the services rendered do not meet the requirements of the Agreement, Consultant will correct or modify the work to comply with the Agreement. Town may withhold payment for such work until the work meets the requirements of the Agreement.

4. Discrimination and Compliance with Laws

- A. Consultant agrees not to discriminate against any employee or applicant for employment or any other person in the performance of this Agreement because of race, creed, color, national origin, marital status, sex, age, disability, or other circumstance prohibited by federal, state, or local law or ordinance, except for a bona fide occupational qualification.
- B. Consultant shall comply with all federal, state, and local laws and ordinances applicable to the work to be done under this Agreement.
- C. Consultant shall obtain a Town of Eatonville business license prior to receipt of written Notice to Proceed.
- D. Violation of this Paragraph 5 shall be a material breach of this Agreement and grounds for cancellation, termination, or suspension of the Agreement by Town, in whole or in part, and may result in ineligibility for further work for Town.

5. Suspension and Termination of Agreement

- A. This Agreement may be terminated by the Town at any time upon the default of the Consultant or upon public convenience, in which event all finished or unfinished documents, reports, or other material or work of Consultant pursuant to this Agreement shall be submitted to Town, and Consultant shall be entitled to just and equitable compensation for any satisfactory work completed prior to the date of termination, not to exceed the total compensation set forth herein. Consultant shall not be entitled to any reallocation of cost, profit or overhead. Consultant shall not in any event be entitled to anticipated profit on work not performed because of such termination. Consultant shall use its best efforts to minimize the compensation payable under this Agreement in the event of such termination. If the Agreement is terminated for default, the Consultant shall not be entitled to receive any further payments under the Agreement until all work called for has been fully performed. Any extra cost or damage to the Town resulting from such default(s) shall be deducted from any money due or coming due to the Consultant. The Consultant shall bear any extra expenses incurred by the Town in completing the work, including all increased costs for completing the work, and all damage sustained, or which may be sustained by the Town by reason of such default.
- B. The Town may suspend this Agreement, at its sole discretion, upon one week's advance notice to Consultant. Such notice shall indicate the anticipated period of suspension. Any reimbursement for expenses incurred due to the suspension shall be limited to the Consultant's reasonable expenses, and shall be subject to verification. The Consultant shall resume performance of services under this Agreement without delay when the suspension period ends.

6. Standard of Care

Consultant represents and warrants that it has the requisite training, skill and experience necessary to provide the services under this agreement and is appropriately accredited and licensed by all applicable agencies and governmental entities. Services provided by Consultant under this agreement will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing in similar circumstances.

7. Ownership of Work Product

All data materials, reports, memoranda, and other documents developed under this Agreement whether finished or not shall become the property of Town, shall be forwarded to Town at its request and may be used by Town as it sees fit. Upon termination of this agreement pursuant to paragraph 6 above, all finished or unfinished documents, reports, or other material or work of Consultant pursuant to this Agreement shall be submitted to Town. Town agrees that if it uses products prepared by Consultant for purposes other than those intended in this Agreement, it does so at its sole risk and it agrees to hold Consultant harmless therefrom.

8. Indemnification/Hold Harmless

Consultant shall take all precautions necessary and shall be responsible for the safety of its employees, agents, and subcontractors in the performance of the work hereunder. All work shall be done at Consultant's risk. To the fullest extent permitted by law and subject to the following conditions, Consultant agrees to indemnify, defend, save and hold harmless the Town, its officials, employees and agents (defined in this paragraph as "Indemnified Parties") from any and all liability, demands, claims, causes of action, suits or judgments, including costs, attorney fees and expenses, on such claims and in proving the right to indemnification, incurred in connection therewith, or whatsoever kind or nature, arising out of, or in connection with, or incident to, the acts or omissions of Consultant, its Subcontractors of any tier, their agents, and anyone directly or indirectly employed by them or anyone for whose acts they are be liable (defined in this paragraph as "Indemnitor" or "Indemnitors").

In the event that any suit based on such a claim, demand, loss, damage, cost, or cause of action is brought against Consultant, the Town retains the right to participate in said suit if any principle of public law is involved. Consultant agrees to being added by the Town as a party to any arbitration or litigation with third parties in which the Town alleges indemnification or contribution from Consultant, any of its Subcontractors of any tier, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable. Consultant agrees that all of its Subcontractors of any tier will, in their subcontracts, similarly stipulate; in the event any does not, Consultant shall be liable in place of such Subcontractor(s) of any tier.

To the fullest extent allowed by law, this indemnity and hold harmless shall include any claim made by an employee of Consultant or Subcontractor or agent of Consultant, even if Consultant is thus otherwise immune from liability pursuant to Title 51 RCW. Consultant for itself, and its Subcontractors and agents, specifically and expressly waive the right to assert against the indemnities any immunity that may be granted it under the Title 51 RCW. Consultant shall include such waiver in all agreements with Subcontractors. Consultant specifically acknowledges that the provisions contained herein have been mutually negotiated by the parties and it is the intent of the parties that Consultant provide the broadest scope of indemnity permitted by RCW 4.24.115.

Neither this paragraph nor any other part of this Agreement shall obligate Consultant to defend or indemnify against liability for damages arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of the Indemnified Parties, their agents or employees; provided that Consultant shall be obligated to indemnify against liability for damages arising out of bodily injury to persons or damage to property caused by or resulting from the concurrent negligence of (a) an Indemnified Party or the its agents or employees, and (b) Indemnitors, to the extent of Indemnitors' negligence.

9. Insurance

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

A. Minimum Scope of Insurance

Consultant shall obtain insurance of the types described below:

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

B. Minimum Amounts of Insurance

Consultant shall maintain the following insurance limits:

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

C. Other Insurance Provisions

The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability, Professional Liability and Commercial General Liability insurance:

1. The Consultant's insurance coverage shall be primary insurance as respect the Town. Any insurance, self-insurance, or insurance pool coverage maintained by the Town shall be excess of the Consultant's insurance and shall not contribute with it.
2. The Consultant's insurance shall be endorsed to state that coverage shall not be cancelled by either party, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the Town.

D. Acceptability of Insurers

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

E. Verification of Coverage

Consultant shall furnish the Town with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work.

10. Assigning or Subcontracting

Consultant shall not assign, transfer, subcontract or encumber any rights, duties, or interests accruing from this Agreement without the express prior written consent of the Town, which consent may be withheld in the sole discretion of the Town.

11. Independent Contractor

Consultant is and shall be at all times during the term of this Agreement an independent contractor. The Consultant, its subcontractors, agents and employees, shall not, as a result of this Agreement, accrue leave, retirement, insurance, bonding or any other benefits afforded to Town employees. The Consultant, subcontractors, agents and employees shall not have the authority to bind Town any way except as may be specifically provided herein.

12. Notice

Any notices required to be given by the Town to Consultant or by Consultant to the Town shall be in writing and delivered to the parties at the following addresses:

Town:

Eric Phillips
Town Administrator
210 Center Street West
P.O. Box 309
Eatonville, WA 98328
Phone: 360.832.3361

Consultant:

Terry Wright
Vice President, Psomas Inc.
2502 Jefferson Ave., Tacoma, WA 98402
Phone: 253.627.0720

13. Disputes

Any action for claims arising out of or relating to this Agreement shall be governed by the laws of the State of Washington. Venue shall be in Pierce County Superior Court.

14. Attorneys Fees

In any suit or action instituted to enforce any right granted in this Agreement, the substantially prevailing party shall be entitled to recover its costs, disbursements, and reasonable attorney's fees from the other party.

15. Extent of Agreement/Modification

This Agreement, together with attachments or addenda, represents the entire and integrated Agreement between the parties hereto and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended, modified or added to only by written instrument properly signed by both parties.

TOWN OF EATONVILLE

CONSULTANT

By: _____
Emily McFadden
Mayor

By: _____
Name: Terry Wright

Date: _____

Title: Vice President

Date: _____

Attest:

By: _____
Miranda Doll
Town Clerk

Exhibit A

Town of Eatonville
Ridge Road W, Madison Ave S, Pennsylvania Ave N, & Larson St W
Improvements

Scope of Work

Psomas
March 13, 2026

A. PROJECT UNDERSTANDING

The following Scope of Work outlines the effort required to complete Plans, Specifications, and Estimates for the Ridge Road W, Madison Ave S, Pennsylvania Ave N, & Larson St Improvements Project. The project will be funded by local funds to include utility undergrounding, water main improvements, storm drainage improvements, and sewer main improvements across multiple sites in the Town of Eatonville. This scope will reference a Town and TIB Grant-funded project called Ridge Road W and Madison Ave S Overlay which will be designed in parallel and bid concurrently.

B. ASSUMPTIONS

The following assumptions were made to establish a scope and budget for this project:

- Any temporary construction easements or Right-of-Entry needed for the project will be coordinated by the Town.
- Utility undergrounding, storm drainage, water, and sewer improvements will be funded through local funds.
- Utility undergrounding will be inside the existing right of way and will not include work on private property. Connections or conversions are not included.
- Plans will be developed using AutoCAD 2024 Civil 3D using Psomas drafting standards.
- Construction Stormwater General Permit and Stormwater Technical Information Report will not be required. A stormwater memo will be prepared as outlined in Task 4.3.
- The project will conduct maintenance activities and is therefore categorically exempt from SEPA, per WAC 197-11-800(3).
- Construction management services are not included in this scope and may be addressed under a future agreement.

C. TOWN OF EATONVILLE-PROVIDED ITEMS

The Town of Eatonville will provide/prepare the following, if available:

- Private property entry and construction coordination for water services, sewer services, and all other work outside of the Right-of-Way.
- Mailing and postage for public notices.
- Sewer and water as-builts, including side sewer and water service locations.
- Street as-builts.
- Permit fees.

Exhibit A

- Town will lead public outreach efforts by distributing flyers, meeting with property owners, or by other methods.
- The Town will coordinate with property owners regarding side sewer, water meter, and electrical connections.

D. SCOPE OF WORK

TASK 1 – MANAGEMENT / COORDINATION / ADMINISTRATION

This task covers the effort to manage the contract and to ensure the project meets the Town's expectations for schedule, budget, and quality of project. This Scope of Work assumes a twelve (12)-month contract duration:

- 1.1 Provide project administrative services including:
 - Preparation of monthly invoices
 - Preparation of monthly progress reports including amount spent and amount remaining for each task
 - Maintaining project files
 - Record keeping and project closeout
- 1.2 Provide project management services including:
 - Project staff management and coordination
 - Psomas design team coordination meetings
 - Monitoring schedule and budget
 - Miscellaneous correspondence including letters, emails, and phone calls
- 1.3 QA/QC Reviews
 - Provide senior-level review of all submittals
 - Provide constructability review of the final submittal

Task 1 Deliverables:

- Monthly invoices with progress reports
- QA/QC Documentation

TASK 2 – SURVEY AND BASE MAPPING

This task covers development of the survey base map through a topographic survey of existing surface conditions, utilizing conventional electronic survey equipment and one to two-person field crews. A detailed map of survey extents can be found in Exhibit C-1.

- 2.1 Establish horizontal and vertical control points for field topographic survey. The basis of control will be NAD 83/2011 for horizontal, and NAVD88 for vertical. Control points will be established and will be made available for use during design/construction. The Consultant will locate, field survey, and calculate positions for monuments and control points throughout the project limits using the Washington State plane coordinate system.

Field mapping will be conducted to define features, utilities, pavement, and other items with sensitive elevation requirements, including, utilities, pavement and features with sensitive elevation requirements which may include:

- Edge of pavement, face of curb, center of roadway, edge of sidewalk

Exhibit A

- Utility rims, measure downs, pipe inverts and other items based on roadway improvements listed in the assumptions.

Up to two crew days will be required for a return visit by the Surveyor to collect the locations of potholes provided under Task 3.4.

Task 2 Deliverables:

- Base Map for Pennsylvania Ave N, Larson Street W, Ridge Road W and Madison Ave S (PDF Format)
- Copies of field notes and photos (PDF Format)

Task 2 Assumptions:

- Title Reports will not be needed.
- Right-of-Way lines will not be surveyed for this Scope of Work and GIS Right-of-Way lines will be supplemented into the base map.
- No survey required outside of existing Right-of-Way.
- The base map may be supplemented with field measurements, available record drawings, and/or aerial map information.
- No traffic control will be required for this project.
- No measure downs of utilities will be carried out on Madison Ave S.

TASK 3 – 30% DESIGN

- 3.1 Psomas will prepare preliminary plans, and cost estimate and submit to the Town for review. Psomas will prepare the following plan sheets for the 30% submittal:

All Projects

- (1) Cover Sheet
- (1) Legend & Abbreviations
- (2) Typical Sections & Details

Ridge Road W

- (2) Site Preparation & TESC Plan
- (2) Stormwater Plan and Profile
- (2) Water Main Plan and Profile
- (2) Sewer Main Plan and Profile
- (2) Joint Utility Trench and Service Plan

Pennsylvania Ave N

- (1) Site Preparation & TESC Plan
- (2) Stormwater Plan and Profile

Larson St W

- (1) Site Preparation & TESC Plan
- (2) Water Plan and Profile

Madison Ave S

- (2) Site Preparation & TESC Plan
- (2) Water Service Plan

Exhibit A

24 Total Sheets

- 3.2 Up to two Psomas staff will attend a pre-design site visit with the Town to review existing site conditions to assist with the design.
- 3.3 Up to two Psomas staff members will attend a design review meeting with the Town to discuss comments from the 30% submittal and confirm the horizontal utility layout.
- 3.4 Psomas will identify potential conflicts with existing utilities and provide the Town with pothole maps highlighting locations where additional subsurface information is needed to confirm or resolve conflicts.

Utilizing pothole data provided by the Town, Psomas will provide to the Town recommendations for adjustment and/or relocation/removal by the affected franchise utility.

Psomas will send out pothole maps to the external utilities in conflict.

Task 3 Deliverables:

- 30% Plans (Electronic PDF) via E-Transmit
- 30% Estimate (Electronic PDF) via E-Transmit
- Pothole Plan (Electronic PDF) via E-Transmit
- Utility Matrix in Excel

Task 3 Assumptions:

- There will be up to two utilities in conflict with existing Town provided utilities.
- No profiles or vertical design will be incorporated into the 30% design.
- No stormwater memo or report will be provided for this task.
- Following the 30% design review meeting the horizontal layout of the proposed water, sewer, and storm designs will be considered final and will not be revised in a major way.
- The Town will conduct potholing and perform surface repairs.
- No alternative bids will be prepared for this project.
- Psomas will utilize Town directed locations and size to design the underground utility trenches and vaults.
- Psomas will utilize Town-directed locations and sizes to design the underground utility trenches and vaults, with the scope limited to the Joint Use Trench (JUT) termini, JUT alignment within the public right-of-way (ROW), and vault placement within the public right-of-way (ROW).

TASK 4 – 90% DESIGN

- 4.1 Psomas will address any 30% comments and prepare the 90% plans and cost estimate for review and approval by the Town. The anticipated sheet count is the same as listed in Task 3.1.
- 4.2 Psomas will prepare specifications for review and approval by the Town. Specifications will be based on the 2026 WSDOT Standard Specifications, using contract boilerplate and general special provisions as provided by the Town.
- 4.3 Psomas will prepare a stormwater memo that references the Department of Ecology's latest version of the stormwater management manual for western Washington. The

Exhibit A

Project is assumed to be required to meet Minimum Requirement #1-5. If the project does not meet these requirements, design of applicable BMPs will be addressed through a supplement to the Agreement.

Task 4 Deliverables:

- 90% Plans, Estimate, and Specifications (Electronic PDF) via E-Transmit
- Stormwater Memo (Electronic PDF) via E-Transmit

Task 4 Assumptions:

- The Contract Legal, General, and Technical Specifications will be based on the 2026 WSDOT Standard Specifications for Road, Bridge, and Municipal Construction.
- A SWPPP will be prepared and maintained by the Town.

TASK 5 – BID DOCUMENTS & BID ASSISTANCE

- 5.1 Psomas shall address any 90% comments and prepare the Bid Document plans, specifications, and cost estimate for review and approval by the Town. The anticipated sheet count is the same as listed in Task 3.1.
- 5.2 Psomas will finalize Bid Documents and assist with coordination for the online project advertisement at the Builders Exchange of Washington (BXWA) website.
- 5.3 Psomas will provide bid assistance including:
 - Preparing addenda and responding to bidder questions relayed through the Town. It is assumed Psomas will prepare up to two (2) addenda.
 - Psomas shall attend the bid opening, verify bids for accuracy, prepare bid tabulation, and provide a Recommendation for Award letter.
 - Psomas shall consolidate all addenda items and prepare a Conformed Set of Plans, Specifications, and Cost Estimate for the Town's use and files.

Task 5 Deliverables:

- Bid Document Plans, Estimate, and Specifications (Electronic PDF) via E-Transmit
- Up to two (2) addenda and response to bidder questions
- Bid Tabulation: an electronic PDF copy
- Recommendation for Award letter: an electronic PDF copy
- Conformed Set of Plans (Electronic PDF) via E-Transmit

Task 5 Assumptions:

- The Town is responsible for the fees related to advertising the project through BXWA.com

TASK 6 – CULTURAL RESOURCES COMPLIANCE

- 6.1 Psomas will provide project management and coordination for all cultural resources work. The Project Manager will monitor task performance, schedule, and budget; approve project expenses; and ensure QA/QC systems are in place for all deliverables. The Project Manager will coordinate with Psomas GIS staff for mapping and figure production, with the engineering team to integrate cultural resources findings into the broader project, and will oversee report editing and finalization.

Exhibit A

6.2 The Project Area consists primarily of existing pavement, making traditional subsurface archaeological investigations such as shovel probing infeasible. Psomas will therefore conduct a Cultural Resources Literature Review in accordance with DAHP standards that includes the following:

- A review of the natural and cultural background of the Project Area.
- A review of DAHP's Washington Information System for Architectural and Archaeological Records Data (WISAARD) database, historic maps, archival materials, and available geotechnical documents.
- An assessment of the potential for intact cultural resources within the Project Area.
- Recommendations for additional investigation or monitoring, if warranted.

The report will conform to DAHP's Survey and Inventory Standards and will identify any known cultural resource sites within or adjacent to the Project Area. If no further investigation is recommended, the report will include a project-specific Inadvertent Discovery Plan (IDP) for use during construction.

6.3 Psomas will conduct a pedestrian survey of the Project Area to document existing surface conditions and identify any locations with potential for archaeological deposits. Findings will be incorporated into the Cultural Resources Literature Review.

Task 6 Deliverables:

- Draft Cultural Resources Literature Review – Electronic copy (PDF)
- Final Cultural Resources Literature Review – Electronic copy (PDF)

Task 6 Assumptions:

- No subsurface investigations will be completed.
- Pierce County is not assumed to be the lead agency for this project.
- Historic Property Inventory (HPI) forms are not anticipated. If required, a separate scope and fee will be prepared for Town authorization.
- If a Site Protection Plan or additional work is required due to discovery of cultural resource materials, a separate scope and fee will be prepared.
- Evaluation, documentation, and curation of any site or isolate encountered will be negotiated under a separate agreement or amendment.
- Section 4(f) requirements are not included in this scope.

TASK 7 – GEOTECHNICAL ANALYSIS

7.1 Infiltration testing and soil analysis will be completed by the sub-consultant Sage Geotechnical. Psomas' efforts for infiltration testing are limited to mapping support and review of technical memoranda. See attached Scope of Work and Fee, Exhibit C-2.

ADDITIONAL SERVICES

The Town may require other services of the Consultant. The scope of these services will be determined based on project needs or other considerations at the sole discretion of the Town. This work may include, but is not necessarily limited to the following:

- Construction services, such as construction management, inspection, construction surveying and staking, record drawings or as-built preparation

Exhibit A

These services will be authorized under a future contract supplement if necessary. At the time these services are required, the Consultant will provide a detailed scope of work and an estimate of cost. The Consultant shall not proceed with additional work until the Town has authorized the work and issued a notice to proceed.

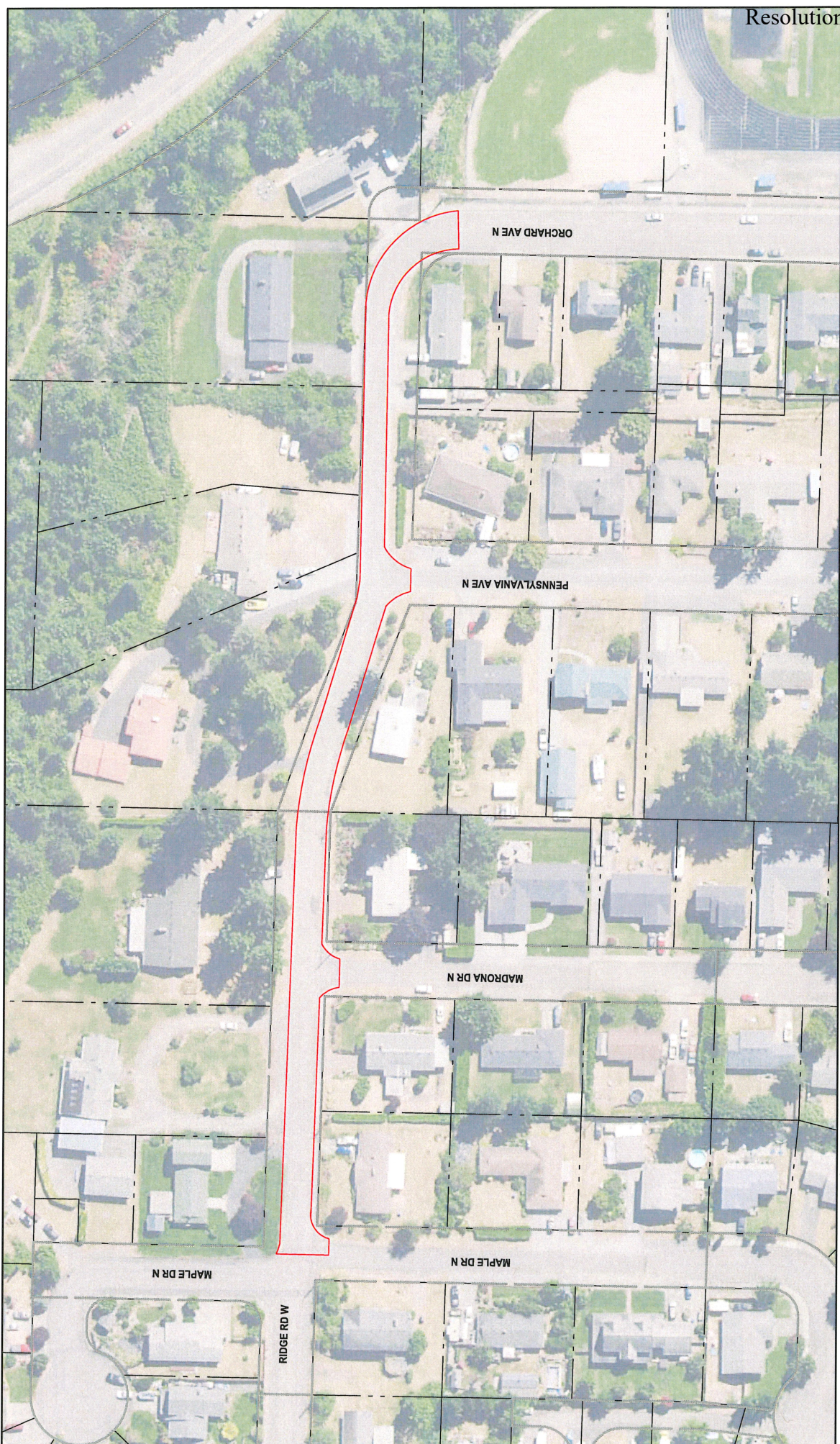
P S O M A S

**Exhibit B
PRIME CONSULTANT COST COMPUTATIONS**

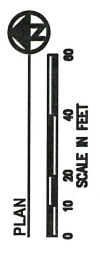
Client: Town of Eatonville
Ridge Road W, Madison Ave S, Pennsylvania Ave N, & Larson St W Improvements
Project Name: 9EAT011XXXX
Psomas Project Number:
Date: 3/13/2026

Task No.	Task Description	Labor Hour Estimate											Total Hours and Labor Cost Computations by Task				
		Principal	Senior Engineer II	Project Engineer I	Design Engineer III	Senior Project Manager Survey	Survey Crew II (W/Equip)	Surveyor III	Cultural Resources Manager	Cultural Resources Specialist I	Cultural Resources PM III	Cultural Resources GIS/Tech	CAD Technician	Office Admin	Office Assistant	Hours	Totals
Task 1 - Management / Coordination / Administration																	
1.1	Admin Services	6	12												12	42	\$ 7,512.00
1.2	Project Management Services		12													12	\$ 2,856.00
1.3	QA/QC Reviews		18													18	\$ 4,284.00
	Task Total	6	42	0	0	0	0	0	0	0	0	0	0	12	72	\$ 14,652.00	
Task 2 - Survey and Base Mapping																	
2.1	Survey and Base Map	0	8	2	0	4	80	80	0	0	0	0	0	0	0	174	\$ 40,226.00
	Task Total	0	8	2	0	4	80	80	0	0	0	0	0	0	174	\$ 40,226.00	
Task 3 - 30% Design																	
3.1	30% Plans and Cost Estimate		4	24	124							72				224	\$ 35,496.00
3.2	Pre-design Site Visit		6	6												12	\$ 2,514.00
3.3	Design Review meeting		4	4												8	\$ 1,676.00
3.4	Utility Conflict Analysis and Pothole Plan		8	18		8						4				38	\$ 8,086.00
	Task Total	0	22	52	124	0	0	0	0	0	0	72	0	0	262	\$ 47,772.00	
Task 4 - 90% Design																	
4.1	90% Plans & Cost Estimate		8	24	64							18				114	\$ 19,210.00
4.2	90% Specifications		4	18	4											26	\$ 4,866.00
4.3	Stormwater Memo		8	8												16	\$ 3,352.00
	Task Total	0	20	50	68	0	0	0	0	0	0	18	0	0	156	\$ 27,428.00	
Task 5 - Bid Documents & Bid Assistance																	
5.1	Bid Doc Plans & Cost Estimate		4	12	24											40	\$ 7,060.00
5.2	Bid Coordination		4	4										8		16	\$ 2,540.00
5.3	Bid Assistance		4	24										8		36	\$ 6,160.00
	Task Total	0	12	40	24	0	0	0	0	0	0	0	0	16	92	\$ 15,760.00	
Task 6 - Cultural Resources Compliance																	
6.1	Management and Coordination						4									4	\$ 920.00
6.2	Cultural Resources Literature Review						4									44	\$ 8,112.00

PSOMAS
2502 JEFFERSON AVENUE
MADISON, VA 22114-0724
www.psomas.com



LEGEND
[Red Outline] APPROXIMATE PROJECT EXTENTS



PLAN

RIDGE ROAD W MULTI UTILITY IMPROVEMENTS

RIDGE RD W FROM MAPLE DR N TO ORCHARD AVE N
MARCH, 2026



PSOMAS
2502 JEFFERSON AVENUE
TACOMA, WA 98402
253.867.0720
www.psomas.com

LEGEND
[Red Outline] APPROXIMATE PROJECT EXTENTS



PLAN

PENN STORMWATER IMPROVEMENTS

PENNSYLVANIA AVE N FROM CARTER ST W TO LYNCH ST
MARCH 4, 2026

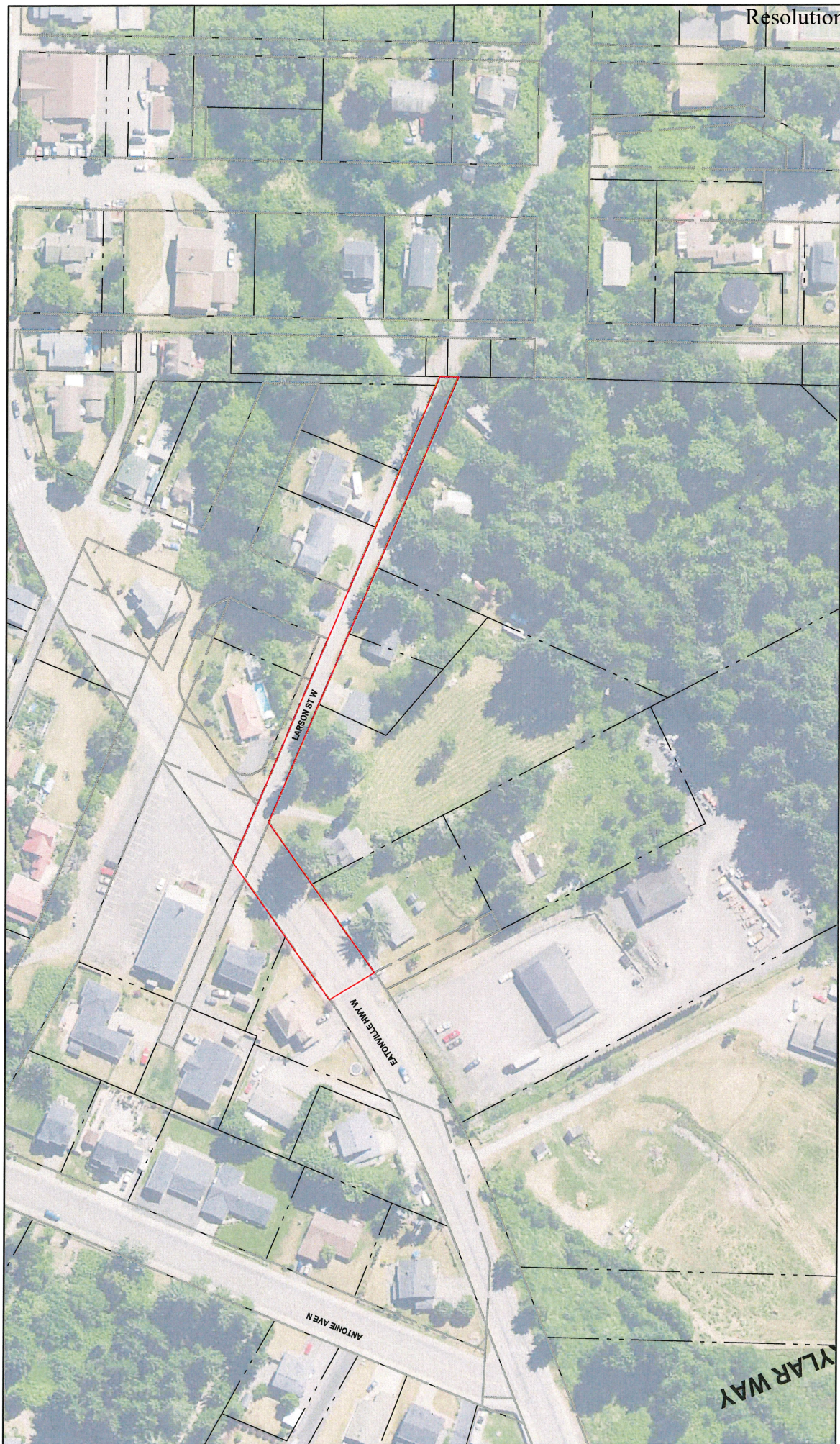


PSOMAS
2502 JEFFERSON AVENUE
FAIRFAX, VA 22031
202.621.0724
www.psomas.com

LEGEND
[Red outline symbol] APPROXIMATE PROJECT EXTENTS

PLAN
[North arrow symbol]
[Scale bar: 0, 50, 100, 200, 300]
SCALE IN FEET

LARSON WATER MAIN IMPROVEMENTS
LARSON STREET W, NEAR EATONVILLE HWY W
MARCH, 2026



PSOMAS
2500 JEFFERSON AVENUE
TACOMA, WA 98402
253.627.0720
www.psomas.com

LEGEND
[Red outline symbol] APPROXIMATE PROJECT EXTENTS



PLAN

MADISON OVERLAY IMPROVEMENTS
MADISON AVE S, OAK STREET E TO CENTER ST E
MARCH, 2026





March 10, 2026

Transmitted via email to: marcus.vassey@psomas.com

Psomas, Inc.
3131 Elliott Ave
Seattle, WA 98121

Attn: Mr. Marcus Vassey, PE, Senior Engineer

**Re: Proposal for Geotechnical Engineering Services
Eatonville Stormwater Improvements
Eatonville, Washington**

Dear Mr. Vassey:

Sage Geotechnical, LLC (Sage), is pleased to submit this proposal for geotechnical engineering services in support of the Eatonville Stormwater Improvements project. This proposal has been prepared with information provided by Psomas, Inc. (project civil engineer).

PROJECT UNDERSTANDING

The Town of Eatonville (Town) proposes to install approximately 900 feet (ft) of stormwater infiltration trench on Ridge Road West between Maple Drive North and Orchard Avenue North (Site 1). The Town also proposes to install approximately 700 ft of infiltration trench on Pennsylvania Avenue North between Lynch Street West and Carter Street West (Site 2).

PROPOSED SCOPE OF SERVICES

Sage's proposed scope of services includes the following tasks:

1. Review readily available geologic and geotechnical data (e.g., geologic maps and depth-to-groundwater data) for the sites and the surrounding areas.
2. Coordinate the clearance of underground utilities at the proposed exploration locations. Sage will mark the locations in the field and contact the Washington Utilities Coordinating Council's "One Call" locating service. Sage will also hire a private utility-locating service to identify conductible utilities located outside of public easements.
3. Provide traffic control signs and cones for the fieldwork. Prepare a traffic control plan for the Town's approval.
4. Observe the Town excavate two test pits at Site 1 and two test pits at Site 2, each extending up to 10 ft below ground surface (bgs). Sage will monitor the explorations, collect representative soil samples, and maintain detailed logs of the subsurface soil and groundwater conditions observed.

5. Complete one pilot infiltration test (PIT) in a test pit excavated at Site 1 and a second PIT in a test pit excavated at Site 2. The PITs will be conducted in general accordance with the Washington State Department of Ecology's *2024 Stormwater Management Manual for Western Washington*.
6. Complete as many as four index tests (e.g., grain size analyses and Atterberg limits tests) on soil samples obtained from the explorations.
7. Develop recommended design infiltration rates for Sites 1 and 2.
8. Complete four Soil Log Evaluation Report forms for the explorations.

ASSUMPTIONS

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

- Fieldwork can be completed during standard business hours (i.e., no nighttime or weekend fieldwork will be required).
- The Town will provide the excavator, operator, water, and associated equipment to complete the test pits and PITs.
- If needed, right-of-way permits will be provided at no cost to Sage.
- Soil, groundwater, and other site media are uncontaminated.
- Sage will subcontract private utility-locating services.
- Sage will provide traffic signs and cones for a roadway shoulder closure during fieldwork.
- Soil samples will be retained for 30 days following completion of fieldwork. After that date, the samples will be disposed of, unless other arrangements are made.
- Project deliverables will be submitted electronically in Adobe® PDF format.

COST ESTIMATE

Sage proposes to provide its services on a time-and-materials basis for a not-to-exceed budget of \$7,636, as detailed in the attached cost estimate. Sage will not exceed its budget without Psomas' written authorization.

SCHEDULE

Sage is available to complete the fieldwork within 3 weeks of receiving the executed project contract. Geotechnical laboratory testing will be completed within 2 weeks of the fieldwork. The Soil Log Evaluation Reports will be issued 2 weeks after fieldwork has been completed.

AUTHORIZATION

To authorize Sage's services, please prepare a subconsultant agreement consistent with previous agreements between Sage and Psomas.

CLOSING

We appreciate the opportunity to submit this proposal and anticipate its favorable review. If you have questions or comments, please contact the undersigned at annabeli@sagegeotechnical.com.

SAGE GEOTECHNICAL, LLC



Annabel Irwin, PE
Senior Engineer



Spencer Ambauen, PE
Senior Engineer

AMI/SJA

[[HTTPS://SAGEGEOTECHNICAL.SHAREPOINT.COM/SITES/SAGEGEOTECHNICAL/SHARED DOCUMENTS/PROPOSALS/CITY OF EATONVILLE/2026-02_RIDGE ROAD SEWER LINE REPLACEMENT/SCOPE AND COST/EATONVILLE STORMWATER IMPROVEMENTS PROPOSAL FOR GEOTECHNICAL SERVICES.DOCX](https://sagegeotechnical.sharepoint.com/sites/sagegeotechnical/shared%20documents/proposals/city%20of%20eatonville/2026-02_ridge%20road%20sewer%20line%20replacement/scope%20and%20cost/eatonville%20stormwater%20improvements%20proposal%20for%20geotechnical%20services.docx)]

Attachment: Table 1. Budget Breakdown

Table 1
Budget Breakdown
Eatonville Stormwater Improvements
Eatonville, Washington

Scope Items	Principal	Senior Engineer	Field Engineer/Soils Technician	Project Coordinator	Totals	Total Labor Costs
Geotechnical Engineering						
Project Management and Fieldwork		4	30		34	\$4,320
Infiltration Rate Analysis and Soil Evaluation Forms		5	2	2	9	\$1,460
					0	\$0
Total Task	0	9	32	2	43	\$5,780
Rate by Position	\$210.00	\$180.00	\$120.00	\$160.00		
Total - Labor Cost	\$0	\$1,620	\$3,840	\$320		\$5,780
DIRECT COSTS						
Private Utility-Locating						\$896
Laboratory Testing						\$760
Traffic Control Equipment						\$200
Total - Direct Costs						\$1,856
Total						\$7,636

Note: Subcontractor costs include a 12 percent markup.