

**RESOLUTION 2026-Q**

**A RESOLUTION OF THE TOWN OF EATONVILLE, WASHINGTON  
AUTHORIZING THE MAYOR TO EXECUTE AN AMENDMENT TO THE  
PROFESSIONAL SERVICES AGREEMENT WITH RWD LANDSCAPE  
ARCHITECTS FOR DESIGN AND MANAGEMENT OF THE MILL  
POND PARK IMPROVEMENTS PROJECT**

**WHEREAS**, the Town of Eatonville was awarded \$660,550.00 in grant funds from the Washington State Recreation and Conservation Office for Mill Pond Park Improvements; and

**WHEREAS**, on March 24, 2025 the Town Council approved Resolution 2025-O authorizing a professional services agreement with RWD Landscape Architects for planning, permitting and implementation of the project; and

**WHEREAS**, the original agreement was for \$130,305, the scope of work and budget requires updating due to additional Geotechnical and Cultural Resources Services; and

**WHEREAS**, the amendment increases the original agreement amount by \$5,408.40; 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 Contract Amendment Scope of Services with RWD Landscape Architects, attached hereto as Exhibit A, for the Town of Eatonville Mill Pond Park Improvements, not to exceed \$5,408.40.

**PASSED** by the Town Council of Town of Eatonville and attested by the Town Clerk in authentication of such passage this 27<sup>th</sup> day of April 2026.

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Emily McFadden, Mayor

ATTEST:

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Miranda Doll, Town Clerk

RESOLUTION 2026-Q

## Contract Amendment Scope of Services

### **Design Services for:**

Millpond Park Improvements – RCO Project #24-2087 DEV

Contract Amendment 1: April 3<sup>rd</sup>, 2026

## Project Introduction

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This Consultant Services Agreement outlines the scope of work to be performed by RWD Landscape Architects (hereinafter referred to as the "Consultant") for the Millpond Park Improvements project on behalf of the Town of Eatonville (hereinafter referred to as the "Owner").

The purpose of this Agreement is to provide comprehensive design and professional services necessary for the successful planning, permitting, and implementation of the project. The Consultant shall be responsible for delivering design documents, technical reports required by permitting agencies, cost estimates, and other related professional services in accordance with the scope of work outlined below and attached exhibits.

All work performed under this Agreement shall align with industry standards, regulatory requirements, and the Owner's project objectives, ensuring a seamless transition through the project's design, permitting, and construction phases.

## Contract Amendment Summary

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**Geotechnical Exploration:** Geotechnical explorations were not included in the original contract agreement due to communication from the client that existing geotechnical information existed. This geotechnical information could not be provided, and therefore is required to receive final acceptance of the project's stormwater permit.

**Additional Cultural Resources Services:** Cultural Resources Survey as required by the RCO, was completed in a tight conformance to the predesign layout that was part of the original RCO grant application. As the design evolved through multiple rounds of schematic design, the project boundary was expanded outside of the areas where cultural resource work had been completed, especially the relocation of the half basketball court, requiring additional cultural resource investigations for RCO compliance.

In the interest of fairness and project continuity, RWD has reduced its requested fee for these added services to account for work reasonably associated with normal design development and is requesting amendment funding only for the portion of additional investigation associated with expansion beyond the originally anticipated survey area.

## Scope of Work

### Task Geotechnical Exploration

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#### **Task 1.01 – Geotechnical & Soils Inspection Services**

Geotechnical and Soil Inspection Services will be conducted by Quality Geo NW as outlined in Exhibit A.

#### **Task 1.02 – Laboratory Services**

Laboratory services will be conducted by Quality Geo NW as outlined in Exhibit A.

#### **Task 1.03 – Project Management Services**

Project management services include services provided by Quality Geo NW as outlined in exhibit A, as well as time needed for RWD to manage the coordination, and incorporation of this subconsultants work into the project.

### Task 2.00 Cultural Resources Services

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#### **Purpose & Objectives**

Additional Cultural Resources explorations and services are necessary to remain compliant with RCO due to expansion of the project area desired by the owner during the projects multiple rounds of schematic design development.

#### **Task 2.01 – Assessment Base cost, Addendum**

Antiquity Consulting will complete the additional assessment as outlined within Exhibit B.

#### **Task 2.02 – Archaeological Survey**

Antiquity Consulting will complete the additional archeological survey as outlined within Exhibit B.

#### **Task 2.03 – Project Management Services**

Project management services include time for RWD to manage the coordination, with and quality control of this subconsultant to complete their specified work. As well as its incorporation into the project.

**Assumptions & Exclusions**

Assumptions and exclusions of the original contract apply. All items not explicitly covered in the original contract or this contract amendment are excluded and can be negotiated as needed.

Exhibits A and B are attached for reference only to document the basis of the additional services and associated subconsultant costs. These exhibits are provided solely as supporting backup to this Contract Amendment. The Town of Eatonville is not a party to, and is not accepting or approving, any terms, conditions, assumptions, exclusions, signature blocks, or notice-to-proceed provisions contained within the attached subconsultant proposals. Such provisions apply only to RWD’s agreements with its subconsultants. In the event of any conflict between the attached exhibits and this Contract Amendment or the original Consultant Services Agreement, this Contract Amendment and the original Consultant Services Agreement shall govern.

**Contract Amendment Fee**

|  |                  |   |
|--|------------------|---|
| Geotechnical Exploration               | \$960            | See Exhibit A for breakdown   |
| Additional Cultural Resources Services | \$3,708.4        | See Exhibit B for breakdown of subconsultant cost, RWD reduced original fee request by 50% due to location of the explorations being located within reasonable buffer for original exploration. |
| RWD Project Management                 | \$740            | Landscape Architect<br>\$130/hour x 4 hours<br>Administrator<br>\$110/hour x 2 hours  |
| <b>Total</b>                           | <b>\$5,408.4</b> |   |



**QG Project Name - Mill Pond Park – Geotechnical Consultation**  
**Project Location - 150 Alder Street, Eatonville, WA**  
**Date Prepared: 2/12/2026**

***Time & Materials Bid Estimate / Fee Schedule***

| <input checked="" type="checkbox"/> <b>Geotechnical &amp; Soils Inspection Services</b> |        |      |          |           |                  |
|---|--------|------|----------|-----------|------------------|
| Item  | Visits | Unit | Quantity | Rate      | Total            |
| Field Geologist: Sample Pickups (on site) (4hr min)                                     | 1      | 4hr  | 4        | \$ 90.00  | \$ 360.00        |
| Field Geologist: In-Place Density Testing (4hr min) (assume 8hr day)                    |        | 8hr  |          | \$ 100.00 | \$ -             |
| Field Geologist: Visual Soil Inspection (4hr min) (assume 8hr day)                      |        | 8hr  |          | \$ 100.00 | \$ -             |
| Field & Fleet Mobilization (Trip Charge)  |        | Each |          | \$ 30.00  | \$ -             |
| Licensed Engineering Geologist - Infiltration Letter                                    |        | Each | 1        | \$ 250.00 | \$ 250.00        |
| Other Soil Inspections (4hr minimum)  | TBD    | Hour | TBD      | TBD       | TBD              |
| Project Geologist - Onsite Geotechnical Consultations (4hr min)                         | TBD    | Hour | TBD      | \$ 100.00 | TBD              |
| Project Geologist - Geotechnical Letter Preparation (4hr min)                           | TBD    | Hour | TBD      | \$ 100.00 | TBD              |
| Licensed Engineering Geologist - Review & Stamp   |        | Each | TBD      | \$ 245.00 | TBD              |
| <b>Subtotal - Geotechnical Inspection Services</b>                                      |        |      |          |           | <b>\$ 610.00</b> |
| <input checked="" type="checkbox"/> <b>Laboratory Services</b>                          |        |      |          |           |                  |
| Item  |        | Unit | Quantity | Rate      | Total            |
| Soil Labs: 4 Point Modified Proctor + Sieve   |        | Each |          | \$ 375.00 | \$ -             |
| Soil Labs: Gradation/Sieve Analysis/Hydrometer/CEC & LOI                                |        | Each | 1        | \$ 350.00 | \$ 350.00        |
| <b>Subtotal - Laboratory Services</b>   |        |      |          |           | <b>\$ 350.00</b> |
| <input checked="" type="checkbox"/> <b>Project Management Services</b>                  |        |      |          |           |                  |
| Item  |        | Unit | Quantity | Rate      | Total            |
| Report Review & Transmittal   |        | Each |          | \$ 30.00  | \$ -             |
| Admin - Project Services (4 hr minimum per Project)                                     |        | Hour |          | \$ 100.00 | \$ -             |
| Project Management (Client & Contractor Communication)                                  |        | Hour |          | \$ 100.00 | \$ -             |
| <b>Subtotal - Geotechnical Consultation</b>   |        |      |          |           | <b>\$ -</b>      |
| <b>Budget Estimate - TOTAL:</b>   |        |      |          |           | <b>\$ 960.00</b> |

**Agreement**

This agreement is made between Quality Geo NW, PLLC, also described herein as ‘QG,’ and Client, as identified above, and fully incorporates the Bid Estimate for Services, Stipulations, General Terms and Conditions, and Fee Schedule as attached to this document. These elements shall constitute the agreement in its entirety, superseding all prior correspondence, negotiations, or agreements, oral or written. This agreement shall be in effect as of the date signed by Client, or verbally requests services from QG, whichever occurs first. The undersigned have read and understand all applicable documents comprising this agreement and accept this bid proposal and the exclusions and assumptions therein, and agrees to retain QG for the scope of services outlined in this proposal.

**For: CLIENT**

**For: QUALITY GEO NW, PLLC**

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Printed Name & Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name & Title

\_\_\_\_\_  
Date

Quality Geo NW, PLLC

Serving All of Washington & Oregon | Geotechnical Investigations & Engineering Consultation  
 Phone: 360-878-9705 | Web: qualitygeonw.com | Mail: 4631 Whitman Lane SE, Ste D, Lacey, WA 98513

# Cultural Resource Services Proposal

**Client:**

RWD Landscape Architects

**Project Name:**

Mill Pond Park Improvements

**Parcel:**

416231040, 416144140

**Township Range Section:**

Township 16N Range 4E Section 23

**Address:**

101 Alder St E, Eatonville, WA

**County:**

Pierce

**Lead Agency:**

RCO

**Regulatory Context:**

21-02

**Project Description:**

The site will be prepped for the installation of a paved pump track and athletic courts (2 pickleball, 1 basketball half-court, and 1 tennis court). An existing basketball half-court will be removed and relocated so a functional pump track can be designed/installed.

**Cultural Resource Requirements:**

An revision to the original Phase I survey report is required due to a change in the APE.

*Beth Mathews, Principal Archaeologist & CEO*

*Antiquity Consulting*

*8913 Select Ct SE, Suite 107*

*Tumwater, WA 98501*

*www.AntiquityConsulting.com*

*bmathews@antiquityconsulting.com*

*360.819.4998 office*

*Antiquity Consulting*  
ARCHAEOLOGICAL &  
HISTORICAL SERVICES

# About Antiquity

Thank you for your request for cultural resource services. Antiquity Consulting is small woman-owned cultural resource consulting firm founded in Olympia in 2018. My company is part of a decades-long tradition in the Pacific Northwest of female archaeologists forging their own path to build companies that value equity and prioritize relationships while providing superior scientific approaches to resolving difficult cultural resource management issues. At Antiquity we pride ourselves on helping our clients navigate compliance issues as efficiently as possible while minimizing impacts on projects and resources.

We are proud to be a locally owned business that is shaped by our community. Most of our staff were raised in the southern Puget Sound, so they have a deep appreciation for the culture and history of this place but also understand the need for the projects that we partner on. Our client's projects benefit from our history of collaborative management, as we respectfully consider the long-term concerns of Tribes, local governments, state and federal agencies, and the public. Our exhaustive approach to developing local archaeological and historical contexts, as well as our research integrity ensure that our assessments are well-informed and minimize risk and delay to your project. Additionally, as a small business with dedicated cultural resources staff, we can quickly pivot to changing project needs. All of our services are conducted or lead by Secretary of the Interior qualified professionals, and we maintain strict training, quality assurance, and quality control measures.

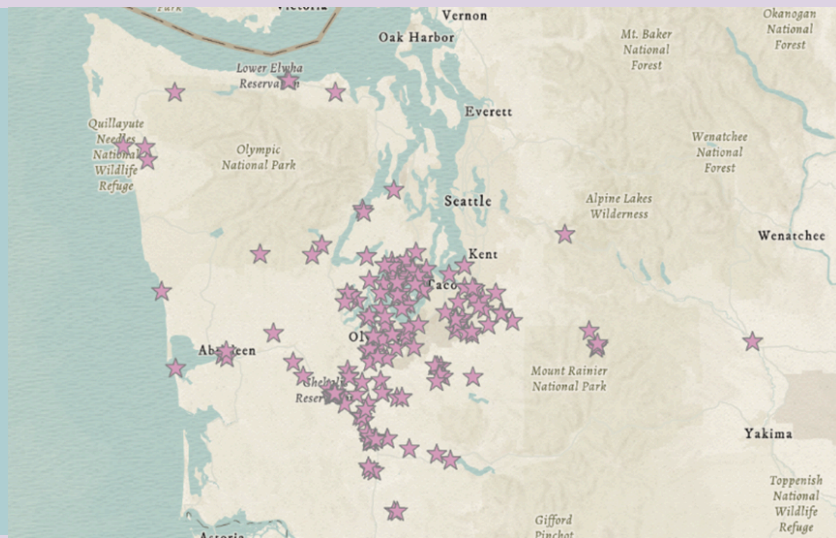
I look forward to working with you and supporting your successful project.

***Beth Mathews, MA, RPA***

***Principal Archaeologist & CEO, Antiquity Consulting***

## Service Area

We are proudly a local company. Our office has attracted staff from across the country, but our focus is on serving the local community. We typically work in western Washington but occasionally support projects in eastern Washington and our staff do have experience across the state. Our typical service area is Pierce County, Thurston County, Mason County, and Lewis County, but we also regularly work in Cowlitz County and around the Olympic Peninsula.



## Assessment Services

At Antiquity we have completed over 250 projects in support of a wide variety of construction, infrastructure, utility, restoration, and archaeological inventory needs. Our team has in-depth experience working in local permitting, State Environmental Policy Act, Governor's Executive Order 21-02, Section 106 of the National Historic Preservation Act, and RCW 27.53. Our work experience includes all phases of survey and inventory, including data recovery and other mitigation work. Our staff have worked on small and sprawling archaeological monitoring projects. Our archaeological site alteration permits are in good standing with the Department of Archaeology and Historic Preservation.

- Archaeological construction monitoring
- Archaeological survey
- Archaeological Monitoring & Inadvertent Discovery Plans
- Site delineation
- Culturally modified & historic tree surveys
- Eligibility recommendations/determinations
- Data recovery mitigation
- Drone survey
- Ground Penetrating Radar survey

# Antiquity Consulting Staff

## **Beth Mathews, MA, RPA, Principal Archaeologist, Historian, & CEO**

Archaeologist Beth Mathews, MA, is the Principal of Antiquity Consulting and will serve as the project manager for all projects. She is the contact for all invoicing, budgeting, and project designs. As a small business owner, she can efficiently meet project needs by working directly with the client, local governments, agencies, and Tribes. Beth is a Secretary of the Interior qualified archaeologist and meets the Washington State professional Archaeologist qualifications. Beth has 19 years of experience in this field, 14 years' experience on large construction projects, has conducted over 350 assessments, and established Antiquity in 2018.

Expertise: GIS, spatial analysis, historical archaeology, cultural resources training for construction

## **Lance Wollwage, PhD, RPA, Principal Archaeologist**

Lance brings 25 years of regional archaeological experience to Antiquity. He has previously spent 15 years at the Department of Archaeology and Historic Preservation, serving as Transportation Archaeologist, Assistant State Archaeologist, and State Archaeologist. At Antiquity he supports the team as a Principal Archaeologist, completes quality control on reporting, and supports our scientific research tasks. He has extensive experience in Washington State archaeological site alteration permitting and managing complex inadvertent discoveries and site management issues.

Expertise: drone pilot, archaeological permitting and research design, reporting standards

## **Kelsey Maloy, MA, RPA, Field Archaeologist, Culturally Modified Tree Specialist**

Archaeologist Kelsey Maloy joined the Antiquity team in 2025. Her work on culturally modified trees is valued by Tribes in the region. She has previously worked in consulting as well as for the Washington State Department of Fish and Wildlife.

Expertise: leading archaeological field crews, culturally modified trees

## **Katy Leonard-Doll, MA, RPA, Field Archaeologist, Archaeobotanist**

Archaeologist Katy Leonard-Doll, MA joined the Antiquity team as a Field Archaeologist in 2023. Katy came to the field of archaeology through her interest in ethnobotany, which she applies to cultural resource management through research and fieldwork. Her family has deep historical roots in the southern Puget Sound, which has provided her with a unique perspective on Indigenous Archaeology and Tribal collaboration.

Expertise: leading archaeological field crews, prairie history

## **Jacob Wilmoth, MA, RPA, Field Archaeologist**

Jacob joined the Antiquity crew in late 2025. He has experience in leading large public land surveys in difficult conditions, and is an experienced lithic analyst.

## **Archaeological Field Technicians**

Kaiah Costa, BA, Lead Archaeological Field Technician

Antiquity was founded on the principle that cultural resource management staff should be treated with respect and receive adequate compensation and dependable schedules. Unlike other firms, we prioritize internships and seasonal terms for employees in support of their professional development and out of respect for their needs as emerging professionals. We typically hire 4-5 interns a year. Our temporary staff bring a wide variety of skills to the team. We also employ one as-needed employee who prefers to support monitoring tasks only.

# Phase I Survey Scope of Work

Antiquity Consulting proposes that cultural resource services for this project will include 1) reconnaissance (Phase I) archaeological survey of the project area lead by a Secretary of the Interior qualified archaeologist; and 2) a cultural resource assessment report detailing the results of the cultural resource survey, including an assessment of the project effects on cultural resources, completed by a Secretary of the Interior qualified archaeologist in accordance with the Washington State Department of Archaeology and Historic Preservation standards for cultural resource reporting.

## ***Phase I Archaeological Survey:***

The purpose of a Phase I Archaeological Survey is to determine the likelihood of encountering archaeological resources within a project's area of potential effects. An area of potential effect should encompass all ground disturbing activities, such as clearing, grubbing, staging, access, road and utility construction, building demolition, utility/structure removal, excavation, etc. Surveys are typically systematic, and primarily focused on areas of direct impact but may also include areas just outside impact areas to support an efficient and robust survey. Sometimes it is possible to delineate a new identified resource within the scope of a Phase I survey, but a scope amendment may be needed for a Phase II survey.

## ***Field Methods:***

Pedestrian survey consists of the field crew walking systematic or meandering transects across the project area, as needed, to observe above ground features as well as take note of recent or historic modifications to the property, such as age of trees, unaccessible portions of the project, etc. Pedestrian survey will prioritize areas of mineral exposure or particularly high probability landscape features, and will avoid unsafe slopes.

Subsurface or shove probe survey consists of the field crew excavating 40-centimeter diameter shovel probes in 20 centimeter levels. Shovel probes are excavated to approximately 100 centimeters deep, or to the maximum depth of the project if shallower. Augering may also be completed to extended the depth. Probes may be terminated in Pleistocene sediments, or at impasses or when excavation becomes unproductive. Levels will be screened through 1/4" sifting screen, and materials will be returned to the probe upon completion of note taking.

## ***Assumptions:***

1. Antiquity will request utility locates for the planned work area.
2. The proponent must communicate areas of the project that are inaccessible, including parking issues.
3. The proponent will facilitate survey area access from property owners/managers/renters and notify Antiquity of any property access restrictions or concerns.
4. Antiquity staff will not survey in unsafe conditions and will avoid biohazards and homeless encampments. Access/safety concerns should be expressly discussed prior to notice to proceed. Harassment of any type will not be tolerated.
5. The area of potential effect includes all ground disturbing impacts, including but not limited to staging areas, access routes, clearing/grubbing, grading, excavation, and utility work.
6. Due diligence on this project requires access to the entire parcel/s for survey. Limiting a survey area, especially limiting a survey to a previously disturbed portion of a parcel, will not adequately assess the risk of encountering archaeological resources during construction.

## ***Deliverables:***

This cultural resource assessment will follow the format required by DAHP, and will include the following sections: 1) DAHP cover sheet; 2) title page; 3) introduction; 4) environment and setting; 5) cultural setting; 6) literature review; 7) research design; 8) survey results; 9) analyses; 10) conclusions and recommendations; 11) bibliography; 12) consultation; and 13) appendices, as necessary. This report is not editable by any entity other than Antiquity Consulting.

# Proposed Survey

## **Methodology:**

Subsurface shovel probing at 15 meter intervals, approximately 21 shovel probes (see draft survey map).

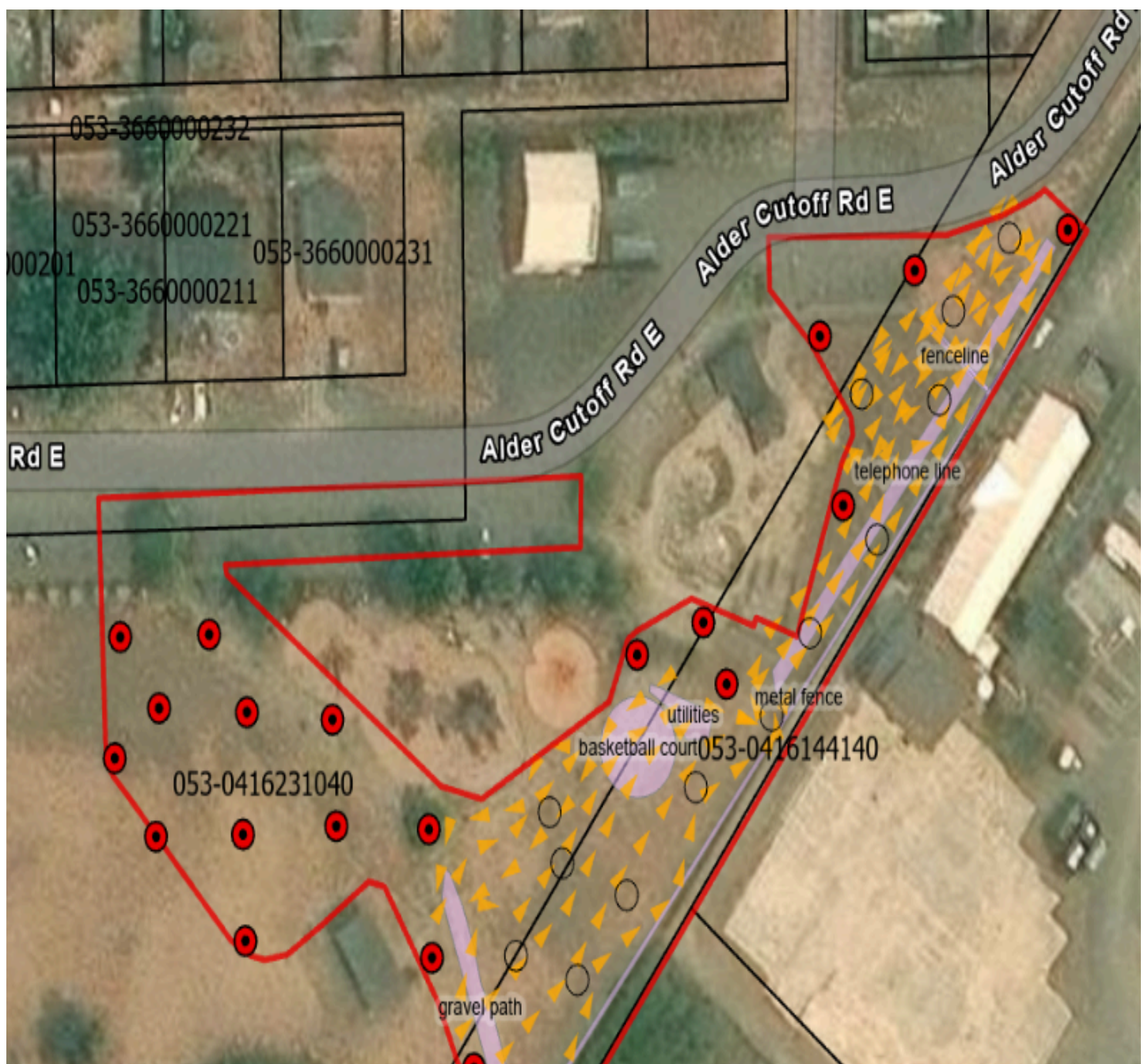
## **Definition of the Area of Potential Impact:**

You must verify the entire area of project disturbance is outlined. Antiquity may conduct survey slightly outside the areas of direct impact to assess impacts from clearing and grubbing. It is also necessary to interpolate risk outside the area of direct impact if direct impact areas have been previously impacted or are inaccessible.

## **Survey Map:**

Survey locations are approximate, and are based on a standard grid. They may be shifted to avoid impervious surface and property boundaries. This plan is based on information provided for this scope of work. Probes may be placed slightly outside direct impact areas to provide data interpolation coverage.

Red marks new proposed shovel probes. The hollow circles are previously excavated probes.



# Budget

The proposed budget represents a time-and-materials estimate for the cultural resource services described in the Scope of Work. Costs are based on anticipated labor hours, direct expenses, and associated indirect costs required to complete the work. The estimate includes raw labor costs, direct expenses, indirect costs, and profit. Actual costs may vary depending on field conditions, construction schedules, or other project factors. This estimate applies only to the tasks specifically described in the Scope of Work. Any work requested by the Client that falls outside the described scope will be considered additional services and may be negotiated separately. Antiquity Consulting will not proceed with additional work without first providing a revised estimate and receiving written authorization to proceed. Invoices will be issued monthly for labor performed and expenses incurred during the billing period. Payment is due within fifteen (15) days of the invoice date. If payment is not received within thirty (30) days of the invoice date, Antiquity Consulting reserves the right to suspend project work until outstanding invoices are paid in full. The Client will remain responsible for payment of all completed work, incurred expenses, and any reasonable costs associated with work suspension or remobilization. A cost breakdown for the proposed services is provided in the following budget.

| Description  | Price   | Person Days / Miles | Subtotal          |
|--|---------|---------------------|-------------------|
| <b>Assessment Base Cost, Addendum</b><br>This fee covers the following tasks:<br>project management, tribal coordination, research design, assessment writing, and report submission, up to one hour of communication with the client, up to one hour of report editing where necessary to fulfill the requirements of the scope.<br>\$150 Principal Investigator x 20 hours |         |                     | \$3,000           |
| <b>Archaeological Survey</b><br>\$125 Field Archaeologist x 10 hours   | \$1,250 | 2                   | \$2,500           |
| \$100 Archaeological Field Technician x 9 hours  | \$900   | 2                   | \$1,800           |
| Mileage 80 miles x 2 days<br>Travel 2:02 hours   | \$0.73  | 160                 | \$116.80          |
| <b>TOTAL</b>   |         |                     | <b>\$7,416.80</b> |

Please reach out with any questions you may have. If you have additional information to provide please email bmathews@antiquityconsulting.com. By signing this scope of work you are issuing notice to proceed and affirm that all necessary project details have been provided to Antiquity. Antiquity will execute the contract as soon as possible following your signature, but may ask follow up questions before executing the agreement.

\*The proposal must be accessed from the signatory's email. Please reach out if you need the signatory email changed.

Beth Mathews, Antiquity Consulting

Proponent\*

 SIGNATURE  
Bethany Mathews

 SIGNATURE  
Randall Taylor