

**THE URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE**

**URA RESOLUTION NO. 266**

**A RESOLUTION OF THE URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH OTAK, INC. FOR THE BOONES FERRY ROAD TO BROWN ROAD CONNECTOR CORRIDOR PLAN PROJECT (CAPITAL IMPROVEMENT PROJECT #4196).**

WHEREAS, the Agency has planned and budgeted for the design of Capital Improvement Project #4196, known as the Boones Ferry Road to Brown Road Connector Corridor Plan Project (the "Project"), previously referred to as the Old Town Escape Project; and

WHEREAS, the Agency solicited proposals for the Project from Consulting firms in compliance with City of Wilsonville Code and State of Oregon Statute; and

WHEREAS, the Agency staff received several inquiries from potential consultants seeking clarification or additional information on the Project and scope of work; and

WHEREAS, proposals were received from three design teams on April 7, 2016 and, after careful consideration of each proposal, the design team led by Otak, Inc. ("Consultant") was selected to perform this work; and

WHEREAS, the Agency and Consultant mutually discussed, negotiated, and refined a scope of work, contract conditions, performance schedule, and compensation that were determined to be both reasonable and fair by the Agency.

**NOW, THEREFORE, THE URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:**

1. The procurement process for the Project duly followed City of Wilsonville Code and State of Oregon Public Contracting Rules.
2. The contract is awarded to Otak, Inc.
3. The Agency, acting as the Local Contract Review Board, authorizes the Executive Director to act on behalf of the Urban Renewal Agency and execute the

Professional Services Agreement with Otak, Inc. for a not to exceed stated value of \$238,540.00, attached hereto as Exhibit A and incorporated by reference as if fully set forth herein.

4. This Resolution becomes effective upon the date of adoption.

ADOPTED by the Urban Renewal Agency of the City of Wilsonville at a regular meeting thereof this 16<sup>th</sup> day of May, 2016, and filed with the Wilsonville City Recorder this date.

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Tim Knapp, Board Chair

ATTEST:

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Sandra C. King, MMC, City Recorder

**SUMMARY OF VOTES:**

Board Chair Knapp - Yes

Board Member Starr - Yes

Board Member Fitzgerald - Yes

Board Member Stevens - Yes

Board Member Lehan - Yes

EXHIBIT 1 - Professional Services Agreement with Otak, Inc.

**CITY OF WILSONVILLE  
PROFESSIONAL SERVICES AGREEMENT  
BOONES FERRY ROAD TO BROWN ROAD  
CONNECTOR CORRIDOR PROJECT (#4196)**

This Professional Services Agreement (“Agreement”) is made and entered into on this \_\_\_\_\_ day of May, 2016 (“Effective Date”) by and between the **City of Wilsonville**, a municipal corporation of the State of Oregon (hereinafter referred to as the “City”), and **Otak, Inc.**, an Oregon corporation (hereinafter referred to as “Consultant”).

**RECITALS**

WHEREAS, the City requires services which Consultant is capable of providing, under terms and conditions hereinafter described; and

WHEREAS, Consultant represents that Consultant is qualified to perform the services described herein on the basis of specialized experience and technical expertise; and

WHEREAS, Consultant is prepared to provide such services as the City does hereinafter require.

NOW, THEREFORE, in consideration of these mutual promises and the terms and conditions set forth herein, the parties agree as follows:

**AGREEMENT**

**Section 1. Term**

The term of this Agreement shall be from the Effective Date until all services required to be performed hereunder are completed and accepted, unless earlier terminated in accordance herewith. Except in the event of an extension of time, agreed to in writing by the City, all Services must be completed by no later than February 1, 2017.

**Section 2. Consultant’s Services**

2.1. Consultant shall diligently perform the consulting services (“Services”) according to the requirements and deliverable dates identified in the Scope of Services, attached hereto as **Exhibit A** and incorporated by reference herein, for the Boones Ferry Road to Brown Road Connector Corridor Project (“Project”).

2.2. All written documents, drawings, and plans submitted by Consultant in conjunction with the Services shall bear the signature, stamp, or initials of Consultant’s authorized Project Manager. Any documents submitted by Consultant which do not bear the signature, stamp, or initials of Consultant’s authorized Project Manager, will not be relied upon by the City. Interpretation of plans and answers to questions regarding the Services or Scope of

Services given by Consultant's Project Manager may be verbal or in writing, and may be relied upon by the City, whether given verbally or in writing. If requested by the City to be in writing, Consultant's Project Manager will provide such written documentation.

2.3. Consultant will not be deemed to be in default by reason of delays in performance due to reasons beyond Consultant's reasonable control, including but not limited to strikes, lockouts, severe acts of nature, or other unavoidable delays or acts of third parties not under Consultant's direction and control ("Force Majeure"). In the case of the happening of any Force Majeure event, the time for completion of the Services will be extended accordingly and proportionately by the City, in writing. Lack of labor, supplies, materials, or the cost of any of the foregoing shall not be deemed a Force Majeure event.

2.4. The existence of this Agreement between the City and Consultant shall not be construed as the City's promise or assurance that Consultant will be retained for future services beyond the Scope of Services described herein.

2.5. Consultant shall maintain the confidentiality of any confidential information that is exempt from disclosure under state or federal law to which Consultant may have access by reason of this Agreement. Consultant warrants that Consultant's employees assigned to work on the Services provided in this Agreement shall be clearly instructed to maintain this confidentiality. All agreements with respect to confidentiality shall survive the termination or expiration of this Agreement.

### **Section 3. Compensation**

3.1. Except as otherwise set forth in this **Section 3**, the City agrees to pay Consultant on a time and materials basis, guaranteed not to exceed ONE HUNDRED EIGHTY THOUSAND FIVE HUNDRED FORTY DOLLARS (\$180,540) for performance of the Services ("Compensation Amount"). Performance of the Contingency Tasks set forth in the Scope of Work is guaranteed not to exceed FIFTY-SEVEN THOUSAND FIVE HUNDRED DOLLARS (\$57,500) ("Contingency Amount"). Any compensation in excess of the Compensation Amount, including any Contingency Amount, will require an express written Contract Change Order to be executed between the City and Consultant. Contingency Tasks are not to be performed without the written authorization of the City.

3.2. During the course of Consultant's performance, if the City, through its Project Manager, specifically requests Consultant to provide additional or contingent services that are beyond the Scope of Services described on **Exhibit A**, Consultant may provide Contingency Tasks and bill the City at the hourly rates set forth in **Exhibit B**. Compensation above the amount shown in **Subsection 3.1** above requires a written Change Order, executed in compliance with the provisions of **Section 16**.

3.3. Unless expressly set forth in **Exhibit A** as a reimbursable expense item that is not included in the Compensation Amount of **Subsection 3.1**, or as an additional charge for which a written Change Order has been approved, in accordance with **Subsection 3.2** and the

requirements of **Section 16**, Consultant shall only be entitled to the Compensation Amount specified in **Subsection 3.1**.

3.4. Except for amounts withheld by the City pursuant to this Agreement, Consultant will be paid for Services for which an itemized invoice is received by the City within thirty (30) days of receipt, unless the City disputes such invoice. In that instance, the undisputed portion of the invoice will be paid by the City within the above timeframe. The City will set forth its reasons for the disputed claim amount and make good faith efforts to resolve the invoice dispute with Consultant as promptly as is reasonably possible.

3.5. Consultant's Compensation Amount and Rate Schedule are all inclusive and include, but are not limited to, all work-related costs, expenses, salaries or wages, plus fringe benefits and contributions, including payroll taxes, workers compensation insurance, liability insurance, profit, pension benefits and similar contributions and benefits, technology and/or software charges, office expenses, and all other indirect and overhead charges.

#### **Section 4. Prevailing Wages**

This is a contract for a Public Works Project subject to ORS 279C.800 to 279C.870. Therefore, not less than the current applicable state prevailing wage must be paid on this Project. Wage rates for this Project are those published by the Bureau of Labor and Industries (BOLI), effective January 1, 2016, and all subsequent amendments. The BOLI prevailing wage rate for public works contracts can currently be found at the following website address: [http://www.oregon.gov/boli/WHD/PWR/Pages/January\\_2016\\_Index.aspx](http://www.oregon.gov/boli/WHD/PWR/Pages/January_2016_Index.aspx). Because this is a public works contract subject to payment of prevailing wages, each worker in each trade or occupation employed in the performance of the Services, either by Consultant, a subcontractor, or other person doing or contracting to do, or contracting for the whole or any part of the Services, must be paid not less than the applicable state prevailing wage for an hour's work in the same trade or occupation in the locality where such labor is performed, in accordance with ORS 279C.838 and 279C.840, if applicable. Consultant must comply with all public contracting wages required by law. Consultant and any subcontractor, or their sureties, shall file a certificate of rate of wage as required by ORS 279C.845. If the City determines at any time that the prevailing rate of wages has not been or is not being paid as required herein, it may retain from the moneys due to Consultant an amount sufficient to make up the difference between the wages actually paid and the prevailing rate of wages, and may also cancel the contract for breach. Consultant shall be liable to the workers affected for failure to pay the required rate of wage, including all fringe benefits under ORS 279C.840(5). Consultant shall include a contract provision in compliance with this paragraph in every subcontract and shall require each subcontractor to include it in subcontract(s).

#### **Section 5. City's Responsibilities**

The City will designate a Project Manager to facilitate day-to-day communication between Consultant and the City, including timely receipt and processing of invoices, requests for information, and general coordination of City staff to support the Project.

**Section 6. City's Project Manager**

The City's Project Manager is Steve Adams. The City shall give Consultant prompt written notice of any re-designation of its Project Manager.

**Section 7. Consultant's Project Manager**

Consultant's Project Manager is Allen Hendy. In the event that Consultant's designated Project Manager is changed, Consultant shall give the City prompt written notification of such re-designation. Recognizing the need for consistency and knowledge in the administration of the Project, Consultant's Project Manager will not be changed without the written consent of the City, which consent shall not be unreasonably withheld. In the event the City receives any communication from Consultant that is not from Consultant's designated Project Manager, the City may request verification by Consultant's Project Manager, which verification must be promptly furnished.

**Section 8. Project Information**

Except for confidential information designated by the City as information not to be shared, Consultant agrees to share Project information with, and to fully cooperate with, those corporations, firms, contractors, public utilities, governmental entities, and persons involved in or associated with the Project. No information, news, or press releases related to the Project, whether made to representatives of newspapers, magazines, or television and radio stations, shall be made without the written authorization of the City's Project Manager.

**Section 9. Duty to Inform**

If at any time during the performance of this Agreement or any future phase of this Agreement for which Consultant has been retained, Consultant becomes aware of actual or potential problems, faults, or defects in the Project or Scope of Services, or any portion thereof; or of any nonconformance with federal, state, or local laws, rules, or regulations; or if Consultant has any objection to any decision or order made by the City with respect to such laws, rules, or regulations, Consultant shall give prompt written notice thereof to the City's Project Manager. Any delay or failure on the part of the City to provide a written response to Consultant shall neither constitute agreement with nor acquiescence to Consultant's statement or claim, nor constitute a waiver of any of the City's rights.

**Section 10. Subcontractors and Assignments**

10.1. Some Services may be performed by persons other than Consultant, provided Consultant advises the City of the names of such subcontractors and the work which they intend to perform, and the City specifically agrees, in writing, to such subcontracting. The City hereby agrees that Consultant will contract with the following subcontractors, each to provide the type of work specified in the Scope of Work: JLA Public Involvement, Inc.; Alta Planning + Design, Inc.; DKS Associates, Inc.; Wisser Rail Engineering; Pacific Habitat Services, Inc.; Shannon & Wilson, Inc.; Archaeological Investigations Northwest, Inc.; and Epic Land

Solutions, Inc. Consultant acknowledges such work will be provided to the City pursuant to a subcontract(s) between Consultant and subcontractor(s) and no privity of contract exists between the City and the subcontractor(s). Unless otherwise specifically provided by this Agreement, the City incurs no liability to third persons for payment of any compensation provided herein to Consultant. Any attempted assignment of this Agreement without the written consent of the City shall be void. Except as otherwise specifically agreed, all costs for work performed by others on behalf of Consultant shall not be subject to additional reimbursement by the City.

10.2. The City shall have the right to enter into other agreements for the Project, to be coordinated with this Agreement. Consultant shall cooperate with the City and other firms, engineers or subcontractors on the Project so that all portions of the Project may be completed in the least possible time and within normal working hours. Consultant shall furnish other engineers, subcontractors and affected public utilities, whose designs are fitted into Consultant's design, detail drawings giving full information so that conflicts can be avoided.

### **Section 11. Consultant Is Independent Contractor**

11.1. Consultant is an independent contractor for all purposes and shall be entitled to no compensation other than the Compensation Amount provided for under **Section 3** of this Agreement. Consultant will be solely responsible for determining the manner and means of accomplishing the end result of Consultant's Services. The City does not have the right to control or interfere with the manner or method of accomplishing said Services. The City, however, will have the right to specify and control the results of Consultant's Services so such Services meet the requirements of the Project.

11.2. Consultant has requested that some consulting Services be performed on the Project by persons or firms other than Consultant, through a subcontract with Consultant. Consultant acknowledges that if such Services are provided to the City pursuant to a subcontract(s) between Consultant and those who provide such services, Consultant may not utilize any subcontractor(s), or in any way assign its responsibility under this Agreement, without first obtaining the express written consent of the City, which consent may be given or denied in the City's sole discretion. For all Services performed under subcontract to Consultant, as approved by the City, Consultant shall only charge the compensation rates shown on an approved Rate Schedule. Rate Schedules for named or unnamed subcontractors, and Consultant markups of subcontractor billings, will only be recognized by the City as set forth in Consultant's Rate Schedule, unless documented and approved, in writing, by the City pursuant to a modification to Consultant's Rate Schedule, per **Section 16** of this Agreement. In all cases, processing and payment of billings from subcontractors is solely the responsibility of Consultant.

11.3. Consultant shall be responsible for, and defend, indemnify, and hold the City harmless against, any liability, cost, or damage arising out of Consultant's use of such subcontractor(s) and subcontractor's negligent acts, errors, or omissions. Unless otherwise agreed to, in writing, by the City, Consultant shall require that all of Consultant's

subcontractors also comply with and be subject to the provisions of this **Section 11** and meet the same insurance requirements of Consultant under this Agreement.

## **Section 12. Consultant Responsibilities**

12.1. Consultant shall make prompt payment for any claims for labor, materials, or services furnished to Consultant by any person in connection with this Agreement, as such claims become due. Consultant shall not permit any liens or claims to be filed or prosecuted against the City on account of any labor or material furnished to or on behalf of Consultant. If Consultant fails, neglects, or refuses to make prompt payment of any such claim, the City may, but shall not be obligated to, pay such claim to the subcontractor furnishing the labor, materials, or services and offset the amount of the payment against funds due or to become due to Consultant under this Agreement. The City may also recover any such amounts directly from Consultant.

12.2. Consultant must comply with all applicable Oregon and federal wage and hour laws, including Bureau of Labor and Industries (BOLI) wage requirements, if applicable. Consultant shall make all required workers compensation and medical care payments on time. Consultant shall be fully responsible for payment of all employee withholdings required by law, including but not limited to taxes, including payroll, income, Social Security (FICA), and Medicaid. Consultant shall also be fully responsible for payment of salaries, benefits, taxes, Industrial Accident Fund contributions, and all other charges on account of any employees. Consultant shall pay to the Department of Revenue all sums withheld from employees pursuant to ORS 316.167. All costs incident to the hiring of assistants or employees shall be Consultant's responsibility. Consultant shall defend, indemnify, and hold the City harmless from claims for payment of all such expenses. Unless otherwise expressly set forth on **Exhibit A** as a reimbursable expense item not included in the Compensation Amount, specific costs associated with items set forth in this subsection shall be deemed as fully and conclusively included in the rate upon which Consultant's Compensation Amount is based.

12.3. No person shall be discriminated against by Consultant or any subcontractor in the performance of this Agreement on the basis of sex, gender, race, color, creed, religion, marital status, age, disability, sexual orientation, gender identity, or national origin. Any violation of this provision shall be grounds for cancellation, termination, or suspension of the Agreement, in whole or in part, by the City.

12.4. References to "subcontractor" mean a subcontractor at any tier.

## **Section 13. Indemnity and Insurance**

13.1. Indemnification. Consultant acknowledges responsibility for liability arising out of the performance of this Agreement, and shall defend, indemnify, and hold the City harmless from any and all liability, settlements, loss, costs, and expenses in connection with any action, suit, or claim resulting or allegedly resulting from Consultant's negligent acts, omissions, errors, or willful or reckless misconduct pursuant to this Agreement, or from Consultant's failure to perform its responsibilities as set forth in this Agreement. The review, approval, or

acceptance by the City, its Project Manager, or any City employee of documents or other work performed, prepared, or submitted by Consultant shall not be considered a negligent act, error, omission, or willful misconduct on the part of the City, and none of the foregoing shall relieve Consultant of its responsibility to perform in full conformity with the City's requirements, as set forth in this Agreement, and to indemnify the City as provided above and to reimburse the City for any and all costs and damages suffered by the City as a result of Consultant's negligent performance of this Agreement, failure of performance hereunder, violation of state or federal laws, or failure to adhere to the standards of performance and care described in **Subsection 13.2**. Consultant shall defend the City (using legal counsel reasonably acceptable to the City) against any claim that alleges negligent acts, omissions, errors, or willful or reckless misconduct by Consultant.

13.2. Standard of Care: In the performance of professional services, Consultant agrees to use at least that degree of care and skill exercised under similar circumstances by reputable members of Consultant's profession practicing in the Portland metropolitan area. Consultant will re-perform any Services not meeting this standard without additional compensation. Consultant's re-performance of any Services, even if done at the City's request, shall not be considered as a limitation or waiver by the City of any other remedies or claims it may have arising out of Consultant's failure to perform in accordance with the applicable standard of care of this Agreement and within the prescribed timeframe.

13.3. Insurance Requirements: Consultant shall maintain insurance coverage acceptable to the City in full force and effect throughout the term of this Agreement. Such insurance shall cover all risks arising directly or indirectly out of Consultant's activities or work hereunder. The amount of insurance carried is in no way a limitation on Consultant's liability hereunder. The policy or policies of insurance maintained by Consultant shall provide at least the following minimum limits and coverages at all times during performance under this Agreement:

13.3.1. Commercial General Liability Insurance. Consultant shall obtain, at Consultant's expense, and keep in effect during the term of this Agreement, comprehensive Commercial General Liability Insurance covering Bodily Injury and Property Damage, written on an "occurrence" form policy. This coverage shall include broad form Contractual Liability insurance for the indemnities provided under this Agreement and shall be for the following minimum insurance coverage amounts: The coverage shall be in the amount of **\$2,000,000** for each occurrence and **\$3,000,000** general aggregate and shall include Products-Completed Operations Aggregate in the minimum amount of **\$2,000,000** per occurrence, Fire Damage (any one fire) in the minimum amount of **\$50,000**, and Medical Expense (any one person) in the minimum amount of **\$5,000**. All of the foregoing coverages must be carried and maintained at all times during this Agreement.

13.3.2. Professional Errors and Omissions Coverage. Consultant agrees to carry Professional Errors and Omissions Liability insurance on a policy form appropriate to the professionals providing the Services hereunder with a limit of no less than **\$2,000,000** per claim. Consultant shall maintain this insurance for damages

alleged to be as a result of errors, omissions, or negligent acts of Consultant. Such policy shall have a retroactive date effective before the commencement of any work by Consultant on the Services covered by this Agreement, and coverage will remain in force for a period of at least three (3) years thereafter.

13.3.3. Business Automobile Liability Insurance. If Consultant will be using a motor vehicle in the performance of the Services herein, Consultant shall provide the City a certificate indicating that Consultant has business automobile liability coverage for all owned, hired, and non-owned vehicles. The Combined Single Limit per occurrence shall not be less than **\$2,000,000**.

13.3.4. Workers Compensation Insurance. Consultant and all employers providing work, labor, or materials under this Agreement that are subject employers under the Oregon Workers Compensation Law shall comply with ORS 656.017, which requires them to provide workers compensation coverage that satisfies Oregon law for all their subject workers under ORS 656.126. Out-of-state employers must provide Oregon workers compensation coverage for their workers who work at a single location within Oregon for more than thirty (30) days in a calendar year. Consultants who perform work without the assistance or labor of any employee need not obtain such coverage. This shall include Employer's Liability Insurance with coverage limits of not less than **\$500,000** each accident.

13.3.5. Insurance Carrier Rating. Coverages provided by Consultant must be underwritten by an insurance company deemed acceptable by the City with an AM Best Rating of A or better. The City reserves the right to reject all or any insurance carrier(s) with a financial rating that is unacceptable to the City.

13.3.6. Additional Insured and Termination Endorsements. Additional Insured coverage under Consultant's Commercial General Liability, Automobile Liability, and Excess Liability Policy(ies), as applicable, will be provided by endorsement. Additional insured coverage shall be for both on-going operations via ISO Form CG 2010 or its equivalent, and products and completed operations via ISO Form CG 2037 or its equivalent. Coverage shall be Primary and Non-Contributory. Waiver of Subrogation endorsement via ISO form CG 2404 or its equivalent shall be provided. The following is included as additional insured: The City of Wilsonville, its elected and appointed officials, officers, agents, employees, and volunteers. An endorsement shall also be provided requiring the insurance carrier to give the City at least thirty (30) days' written notification of any termination or major modification of the insurance policies required hereunder.

13.3.7. Certificates of Insurance. As evidence of the insurance coverage required by this Agreement, Consultant shall furnish a Certificate of Insurance to the City. This Agreement shall not be effective until the required certificates and the Additional Insured Endorsements have been received and approved by the City. Consultant agrees that it will not terminate or change its coverage during the term of this Agreement without giving the City at least thirty (30) days' prior advance notice

and Consultant will obtain an endorsement from its insurance carrier, in favor of the City, requiring the carrier to notify the City of any termination or change in insurance coverage, as provided above.

13.3.8. Primary Coverage. The coverage provided by these policies shall be primary, and any other insurance carried by the City is excess. Consultant shall be responsible for any deductible amounts payable under all policies of insurance. If insurance policies are “Claims Made” policies, Consultant will be required to maintain such policies in full force and effect throughout any warranty period.

#### **Section 14. Early Termination; Default**

14.1. This Agreement may be terminated prior to the expiration of the agreed upon terms:

14.1.1. By mutual written consent of the parties;

14.1.2. By the City, for any reason, and within its sole discretion, effective upon delivery of written notice to Consultant by mail or in person; and

14.1.3. By Consultant, effective upon seven (7) days’ prior written notice in the event of substantial failure by the City to perform in accordance with the terms through no fault of Consultant, where such default is not cured within the seven (7) day period by the City. Withholding of disputed payment is not a default by the City.

14.2. If the City terminates this Agreement, in whole or in part, due to default or failure of Consultant to perform Services in accordance with the Agreement, the City may procure, upon reasonable terms and in a reasonable manner, services similar to those so terminated. In addition to any other remedies the City may have, both at law and in equity, for breach of contract, Consultant shall be liable for all costs and damages incurred by the City as a result of the default by Consultant, including, but not limited to all costs incurred by the City in procuring services from others as needed to complete this Agreement. This Agreement shall be in full force to the extent not terminated by written notice from the City to Consultant. In the event of a default, the City will provide Consultant with written notice of the default and a period of ten (10) days to cure the default. If Consultant notifies the City that it wishes to cure the default but cannot, in good faith, do so within the ten (10) day cure period provided, then the City may elect, in its sole discretion, to extend the cure period to an agreed upon time period, or the City may elect to terminate this Agreement and seek remedies for the default, as provided above.

14.3. If the City terminates this Agreement for its own convenience not due to any default by Consultant, payment of Consultant shall be prorated to, and include the day of, termination and shall be in full satisfaction of all claims by Consultant against the City under this Agreement.

14.4. Termination under any provision of this section shall not affect any right, obligation, or liability of Consultant or the City that accrued prior to such termination. Consultant shall surrender to the City items of work or portions thereof, referred to in **Section 18**, for which Consultant has received payment or the City has made payment. The City retains the right to elect whether or not to proceed with actual construction of the Project.

### **Section 15. Suspension of Services**

The City may suspend, delay, or interrupt all or any part of the Services for such time as the City deems appropriate for its own convenience by giving written notice thereof to Consultant. An adjustment in the time of performance or method of compensation shall be allowed as a result of such delay or suspension unless the reason for the delay is within Consultant's control. The City shall not be responsible for Services performed by any subcontractors after notice of suspension is given by the City to Consultant. Should the City suspend, delay, or interrupt the Services and the suspension is not within Consultant's control, then the City shall extend the time of completion by the length of the delay.

### **Section 16. Modification/Change Order**

Any modification of the provisions of this Agreement shall not be enforceable unless reduced to writing and signed by both the City and Consultant. A modification is a written document, contemporaneously executed by the City and Consultant, which increases or decreases the cost to the City over the agreed Compensation Amount in **Section 3** of this Agreement, or changes or modifies the Scope of Services or the time for performance. No modification shall be binding or effective until executed, in writing, by both Consultant and the City. In the event Consultant receives any communication of whatsoever nature from the City, which communication Consultant contends gives rise to any modification of this Agreement, Consultant shall, within five (5) days after receipt, make a written request for modification to the City's Project Manager in the form of a Change Order. Consultant's failure to submit such written request for modification in the form of a Change Order shall be the basis for refusal by the City to treat said communication as a basis for modification or to allow such modification. In connection with any modification to this Agreement affecting any change in price, Consultant shall submit a complete breakdown of labor, material, equipment, and other costs. If Consultant incurs additional costs or devotes additional time on Project tasks, the City shall be responsible for payment of only those additional costs for which it has agreed to pay under a signed Change Order. To be enforceable, the Change Order must describe with particularity the nature of the change, any delay in time the Change Order will cause, or any increase or decrease in the Compensation Amount. The Change Order must be signed and dated by both Consultant and the City before the Change Order may be implemented.

### **Section 17. Access to Records**

The City shall have access, upon request, to such books, documents, receipts, papers, and records of Consultant as are directly pertinent to this Agreement for the purpose of making audit, examination, excerpts, and transcripts for a period of four (4) years, unless within that

time the City specifically requests an extension. This clause shall survive the expiration, completion, or termination of this Agreement.

**Section 18. Property of the City**

18.1. All documents, reports, and research gathered or prepared by Consultant under this Agreement, including but not limited to documents, drawings, tracings, surveying records, mylars, papers, diaries, inspection reports, and photographs, shall be the exclusive property of the City and shall be delivered to the City prior to final payment. Any statutory or common law rights to such property held by Consultant as creator of such work shall be conveyed to the City upon request without additional compensation. Upon the City’s approval, and provided the City is identified in connection therewith, Consultant may include Consultant’s work in its promotional materials. Drawings may bear a disclaimer releasing Consultant from any liability for changes made on the original drawings and for reuse of the drawings subsequent to the date they are turned over to the City.

18.2. Consultant shall not be held liable for any damage, loss, increased expenses, or otherwise, caused by or attributed to the reuse by the City or its designees of all work performed by Consultant pursuant to this Agreement without the express written permission of Consultant.

**Section 19. Notices**

Any notice required or permitted under this Agreement shall be in writing and shall be given when actually delivered in person or forty-eight (48) hours after having been deposited in the United States mail as certified or registered mail, addressed to the addresses set forth below, or to such other address as one party may indicate by written notice to the other party.

To City: City of Wilsonville  
 Attn: Steve Adams  
 29799 SW Town Center Loop East  
 Wilsonville, OR 97070

To Consultant: Otak, Inc.  
 Attn: Allen Hendy  
 808 SW 3<sup>rd</sup> Avenue, Suite 300  
 Portland, OR 97204

**Section 20. Miscellaneous Provisions**

20.1. Integration. This Agreement, including all exhibits attached hereto, contains the entire and integrated agreement between the parties and supersedes all prior written or oral discussions, representations, or agreements. In case of conflict among these documents, the provisions of this Agreement shall control.

20.2. Legal Effect and Assignment. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, personal representatives, successors, and assigns. This Agreement may be enforced by an action at law or in equity.

20.3. No Assignment. Consultant may not assign this Agreement, nor the performance of any obligations hereunder, unless agreed to in advance and in writing by the City.

20.4. Adherence to Law. In the performance of this Agreement, Consultant shall adhere to all applicable federal, state, and local laws (including the Wilsonville Code and Public Works Standards), including but not limited to laws, rules, regulations, and policies concerning employer and employee relationships, workers compensation, and minimum and prevailing wage requirements. Any certificates, licenses, or permits that Consultant is required by law to obtain or maintain in order to perform the Services described on **Exhibit A**, shall be obtained and maintained throughout the term of this Agreement.

20.5. Governing Law. This Agreement shall be construed in accordance with and governed by the laws of the State of Oregon. All contractual provisions required by ORS Chapters 279A and 279C to be included in public agreements are hereby incorporated by reference and shall become a part of this Agreement as if fully set forth herein.

20.6. Jurisdiction. Venue for any dispute will be in Clackamas County Circuit Court.

20.7. Legal Action/Attorney Fees. If a suit, action, or other proceeding of any nature whatsoever (including any proceeding under the U.S. Bankruptcy Code) is instituted in connection with any controversy arising out of this Agreement or to interpret or enforce any rights or obligations hereunder, the prevailing party shall be entitled to recover attorney, paralegal, accountant, and other expert fees and all other fees, costs, and expenses actually incurred and reasonably necessary in connection therewith, as determined by the court or body at trial or on any appeal or review, in addition to all other amounts provided by law. If the City is required to seek legal assistance to enforce any term of this Agreement, such fees shall include all of the above fees, whether or not a proceeding is initiated. Payment of all such fees shall also apply to any administrative proceeding, trial, and/or any appeal or petition for review.

20.8. Nonwaiver. Failure by either party at any time to require performance by the other party of any of the provisions of this Agreement shall in no way affect the party's rights hereunder to enforce the same, nor shall any waiver by the party of the breach hereof be held to be a waiver of any succeeding breach or a waiver of this nonwaiver clause.

20.9. Severability. If any provision of this Agreement is found to be void or unenforceable to any extent, it is the intent of the parties that the rest of the Agreement shall remain in full force and effect, to the greatest extent allowed by law.

20.10. Modification. This Agreement may not be modified except by written instrument executed by Consultant and the City.

20.11. Time of the Essence. Time is expressly made of the essence in the performance of this Agreement.

20.12. Calculation of Time. Except where the reference is to business days, all periods of time referred to herein shall include Saturdays, Sundays, and legal holidays in the State of Oregon, except that if the last day of any period falls on any Saturday, Sunday, or legal holiday observed by the City, the period shall be extended to include the next day which is not a Saturday, Sunday, or legal holiday. Where the reference is to business days, periods of time referred to herein shall exclude Saturdays, Sundays, and legal holidays observed by the City. Whenever a time period is set forth in days in this Agreement, the first day from which the designated period of time begins to run shall not be included.

20.13. Headings. Any titles of the sections of this Agreement are inserted for convenience of reference only and shall be disregarded in construing or interpreting any of its provisions.

20.14. Number, Gender and Captions. In construing this Agreement, it is understood that, if the context so requires, the singular pronoun shall be taken to mean and include the plural, the masculine, the feminine and the neuter, and that, generally, all grammatical changes shall be made, assumed, and implied to individuals and/or corporations and partnerships. All captions and paragraph headings used herein are intended solely for convenience of reference and shall in no way limit any of the provisions of this Agreement.

20.15. Good Faith and Reasonableness. The Parties intend that the obligations of good faith and fair dealing apply to this Agreement generally and that no negative inferences be drawn by the absence of an explicit obligation to be reasonable in any portion of this Agreement. The obligation to be reasonable shall only be negated if arbitrariness is clearly and explicitly permitted as to the specific item in question, such as in the case of where this Agreement gives the City “sole discretion” or the City is allowed to make a decision in its “sole judgment.”

20.16. Other Necessary Acts. Each party shall execute and deliver to the other all such further instruments and documents as may be reasonably necessary to carry out this Agreement in order to provide and secure to the other parties the full and complete enjoyment of rights and privileges hereunder.

20.17. Interpretation. As a further condition of this Agreement, the City and Consultant acknowledge that this Agreement shall be deemed and construed to have been prepared mutually by each party and it shall be expressly agreed that any uncertainty or ambiguity existing therein shall not be construed against any party. In the event that any party shall take an action, whether judicial or otherwise, to enforce or interpret any of the terms of the Agreement, the prevailing party shall be entitled to recover from the other party all expenses which it may reasonably incur in taking such action, including attorney fees and costs, whether incurred in a court of law or otherwise.

20.18. Entire Agreement. This Agreement and all documents attached to this Agreement represent the entire agreement between the parties.

20.19. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall constitute an original Agreement but all of which together shall constitute one and the same instrument.

20.20. Authority. Each party signing on behalf of Consultant and the City hereby warrants actual authority to bind their respective party.

The Consultant and the City hereby agree to all provisions of this Agreement.

**CONSULTANT:**

**CITY:**

OTAK, INC.

CITY OF WILSONVILLE

By: \_\_\_\_\_

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

As Its: \_\_\_\_\_

As Its: \_\_\_\_\_

Employer I.D. No. \_\_\_\_\_

**APPROVED AS TO FORM:**

**ATTESTED TO:**

\_\_\_\_\_  
Barbara A. Jacobson, City Attorney  
City of Wilsonville, Oregon

\_\_\_\_\_  
Sandra C. King, MMC, City Recorder  
City of Wilsonville, Oregon

# City of Wilsonville

## East-West Connector Corridor Plan Boones Ferry Road to Brown Road CIP 4196 May 2016

### Project Understanding and Approach

As Wilsonville grows, it is essential for the community to work toward its shared vision of a coordinated multimodal transportation system that is strategically designed and collaboratively built. One of the over-arching goals of the Transportation System Plan (TSP) is to increase connectivity throughout the City, for all modes of travel. The Old Town neighborhood has seen an increase in development in recent years (both commercial and housing), yet it is currently isolated from other neighborhoods. Boones Ferry Road is the only access point due to its proximity to the I-5 on-ramps; this lack of connectivity is an increasing concern for the community. The East-West Connector will fill a critical gap in the network by connecting Old Town to the west.

Otak understands that the City has invested significant time and effort into the 2009 OBEC Study and the 2013 Transportation System Plan where this project has been identified as a high priority to help connect the west side residential area to the thriving businesses located near Boones Ferry Rd. Wilsonville Road currently experiences significant backups and delays making it challenging for customers to get to the services and businesses they desire in this area. The land use growth within the urban growth boundary requires projects such as this to help foster new development and attract new businesses and jobs to the area.

The goal of this alternative analysis is to actively engage the stakeholders and community to help educate them on the process of the alternative analysis and to better understand the needs of the area and how they can be incorporated into the City's master plan for land use and future development plans in this important area for Wilsonville. The alternative selection process will need to consider which alternative provides the most benefit to the transportation system while addressing the vision and goals of the City.

Scope of Work  
Continued

## Project Description

This project consists of extending Brown Road approximately 3,000 feet to the east from its current terminus near the intersection of Wilsonville Road. According to the TSP, this extension will be designed as a collector which will include two 12' travel lanes and a center turn lane or median. The collector will include bike lanes, planter strips and sidewalks. This extension will be a new roadway prism that will be cut through a mix of agricultural fields, orchards and tree farms, and the potential for environmentally sensitive areas.

Two preferred locations have been identified to connect the Brown Road extension to Boones Ferry Road. The Bailey Street alternative is one of the locations to connect the extension to which will require a new public railroad crossing at the Portland & Western Railroad line. The 5th Street Alternative will require a modification to an existing public railroad crossing.

Both alternatives will require a crossing of Coffee Lake Creek. This crossing will likely be a large culvert or three-sided structure similar to those constructed elsewhere on the creek. Analysis of the soil types and an understanding of the creek hydrology, the ordinary high-water level and the bank width will be required to understand the type of crossing structure that is needed at the selected location.

Both alternatives will require new intersections with planned local road projects in the area. Kinsman Road is currently planned to be extended to the south in order to provide access to Wilsonville Concrete and the Wilsonville Water Treatment Plant. With this connection the City proposes to close the Industrial Way connection with Wilsonville Road. Montebello Drive is also planned to be extended to the south to intersect with either alternative for Brown Road extension. These intersections will have to be designed with safety in mind for pedestrians and bicyclists. Multi-modal alternatives will be considered with both alternatives in order to better connect the communities and businesses. The Tonquin Multi-use Trail is part of the master plan to be extended east-west through the project area. This important trail and connection to the pedestrian and bicycle facilities will be an important factor into selecting an alternative.

This project will build on previous technical work to provide the community with the information needed to select an alternative and move the project forward to implementation. The following tasks are included in the scope of work for the project:

Scope of Work  
Continued**Task 1: Project Management and Coordination (*Otak*)**

This task includes project management and coordination with the design team which includes the subconsultant team, coordination meetings with the City of Wilsonville, preparing monthly project invoices, developing and maintaining the project schedule and quality management reviews.

**Deliverables:**

1. Meeting Minutes
2. Monthly Project Invoices (assume 10 months)
3. Project Schedule (assume 5 updates)

**Task 2: Purpose and Need Statement (*Otak and Alta*)**

This task will develop a Purpose and Need Statement for the East-West Connector Corridor Plan project that describes the transportation and land use goals and objectives for the corridor and frame the scope of the problem to be addressed by the future corridor development. This statement will incorporate the City Need Statement for the project (provided by the City), in light of the adopted goals and objectives in the City's Transportation System Plan (TSP), Urban Renewal Plan, and Comprehensive Plan. It will be stated in such a way that a range of alternatives can be developed to offer viable potential solutions. Potential areas of consideration in the Purpose and Need Statement include priorities and limitations in the area, such as environmental resources, potential geotechnical issues, growth management, land use planning, economic development, industrial access and stakeholder / interested citizens concerns.

Alta will lead this effort and will review the existing documents and draft a preliminary purpose and need statement for discussion with City staff. During one meeting with City staff, Alta will lead a discussion of the draft, including any updated assumptions and needs. Following the meeting, Alta will prepare a draft purpose and need statement for City comment. Final draft of the statement will be based on one set of internally consistent comments provided by the City.

This task also include the development of a Project Area Map that identifies the project area including those properties immediately impacted by the corridor as well as those properties on the periphery that could be impacted by one or more alternatives.

Scope of Work  
Continued**Deliverables:**

1. Draft and Final Purpose and Need Statement
2. Project Area Map (one full size, one half size and pdf)

**Assumptions:**

- City to provide City Need Statement and copies of the adopted TSP, Urban Renewal Plan, and Comprehensive Plan.
- City to provide all available information and GIS layers for the project area.

**Task 3: Railroad Crossing (*Otak and Wiser Rail*)**

This task will be initiated at the very beginning of the project and will include a conceptual crossing plan, coordination with ODOT Rail and a memo that summarizes the existing rail permit conditions and the crossing alternatives at 5<sup>th</sup> Street and Bailey St.

**Deliverables:**

1. Conceptual Crossing Plan at 5<sup>th</sup> St and Bailey St.
2. Meeting minutes from coordination meeting with ODOT rail
3. Memo summarizing the existing permit conditions and ODOT Rail recommendation on 5<sup>th</sup> St or Bailey St. crossing permit.

**Assumptions:**

- Coordination with ODOT rail will include one office meeting and one field meeting
- Memo will be approximately 2-3 pages
- Plans and documents for permits are not included in this scope

**Task 4: Existing Conditions (*Otak and Alta*)**

This task will include analyzing the data available from previous planning and technical studies, and evaluate and analyze existing and future conditions including the road network, land uses, environmental factors, and topography. Available data will be supplemented by field investigations that identify and investigate existing manmade and natural features, such as surface drainage patterns and flood plain boundaries.

The Existing and Future Conditions memo will outline key information that will be needed during this process, particularly information that will be needed during the evaluation and alternatives analysis. Following review of adopted plans and documents, Alta will meet with City staff to discuss any updated assumptions and needs. Consultant will prepare a 3-5 page

## Scope of Work Continued

memo that summarizes land use, transportation, and development conditions. Consultant will use figures, maps, and tables whenever possible to summarize and convey information. City to provide one set of consolidated review comments.

Develop a detailed project area map of the corridor planning area and identify the locations of opportunities and constraints related to environmental resources, transportation needs, industrial access, rail considerations, and economic development. Based on this map the Consultant shall prepare a technical memorandum summarizing the major opportunities and constraints in the study area. These will include: natural resources, trees, wetlands, hazardous materials, key destinations, existing active transportation network, and roadways and railways, and other technical information compiled through site visits and deliverables developed in Task 4. This memorandum will include maps illustrating the information and identifying the constraints and opportunities that result. In addition to the memorandum with figures, larger scale roll maps illustrating the findings will be prepared for use during stakeholder meetings. Consultant shall revise the memorandum based on one set of coordinated comments from the City, and feedback received from stakeholder meetings.

Develop two shadow plats depicting how the residential area in the northwest corner of the project area could develop at build-out. One shadow plat will consider the impact of a collector road bisecting the area; the second will consider the impact of a collector road further south, just north of Arrowhead Creek. Prepare a brief narrative documenting the development assumptions and summarizing the key features of each shadow plat. Consultant shall engage the community in a review of existing conditions, as outlined in the Community Engagement Plan (Task 7), to ensure all conditions are considered and present their findings at one public open house (included as part of Task 7).

### Deliverables:

1. Detailed project area map.
2. Memo documenting existing and planned future conditions.
3. Map and summary of opportunities and constraints including growth, land use and development projections.
4. Shadow plats of potential residential build-out scenarios with two alternate collector road locations and narrative for each alternative.
5. Prepare and present at one open house meeting.

### Assumptions:

The City will be responsible for providing the following data to the consultant:

Scope of Work  
Continued

- Two foot (2-ft) digital contour files
- Digital copies of the previous work done with the OBEC Alternative Analysis Summary report (2009)
- Digital copies of recent traffic analysis and intersection count inputs
- Applicable signal timing plans from Clackamas County
- Zoning, land use, centerline, parcel and other GIS shapefiles

### Task 5: Environmental Resources (*Pacific Habitat & AINW*)

Complete an inventory and assessment of the site to identify environmental resources, such as water resources, wetlands, sensitive lands, significant trees, and threatened and endangered species habitat.

The approximate location, extent and classification of the environmental resources shall be documented. Utilize the City's existing Significant Resource Overlay Zone (SROZ) mapping, Natural Resources Plan, Fish and Aquatic Habitat Survey, and other relevant City documents to complete the assessment.

Perform a desk top review of the known cultural sites and resources previously identified in the area and determine the level of effort needed to permit the new East-West connector on two alignments. The information gathered on cultural resources will be documented in a 2-3 page memo.

#### Deliverables:

1. Environmental Resources Memo
2. Cultural Resource Memo

#### Assumptions:

- This task includes one field visit.
- Field testing, shovel tests, and sampling are not included in this scope.

### Task 6: Preliminary Geotechnical Recommendation (*S&W*)

This task includes gathering existing geotechnical information that is available for the area of the project and performing a desk top review and developing a preliminary recommendation memo that will summarize general soil conditions in the project area and conceptual foundation recommendations for the creek crossing structure.

**Deliverables:**

1. Preliminary Geotechnical Narrative

**Assumptions:**

- This task does not include any field work or borings. This will be included in a separate contingency task.

**Task 7: Community Engagement (*Otak and JLA*)**

This task includes the work to develop a public involvement and outreach plan. This plan will be used to define the steps that will be taken to ensure the stakeholders and the community is involved throughout the alternative analysis process. The following tasks and deliverables are included in this task:

**Public Involvement and Outreach Plan:** JLA will work collaboratively with the City and Otak to develop a Public Involvement and Outreach Plan that outlines the communications goals, key messages, target audiences and engagement strategies to be accomplished as part of this project.

**Informational Fact Sheet:** At the outset of the project, JLA will develop an informational fact sheet to include a project overview, project purpose and benefits, description and renderings of corridor alignment options, project schedule and contact information. The project fact sheet will be updated as the project progresses and the corridor plan begins to take shape. The informational fact sheet will be shared during meetings with key stakeholders and at the open house.

Following meetings with key stakeholders, JLA will develop a frequently asked questions sheet based upon the questions, comments and concerns that are raised.

**Stakeholder Consultation/Interviews:** JLA will work with the City and Otak to identify the most impacted and interested stakeholders to conduct interviews with. The purpose of these interviews will be to provide an opportunity for stakeholders to ask questions, discuss trade-off and to provide input on potential corridor alignment options.

JLA will produce a summary report of these meetings that outlines reoccurring themes and important community values and an appendix that provides the specific comments, suggestions and feedback gathered from the stakeholders.

## Scope of Work Continued

Open houses and Public Involvement Summary Report: JLA will schedule, coordinate, attend and document three Open Houses. The purpose of these meetings will be to

- Open House #1 (summer 2016): Introduce the project, talk about the timeline, share information gathered from past efforts and collect feedback from the public. Information will include existing and future conditions and growth projections within the area of the East-West Connector and renderings of each of the alignment alternatives.
- Open House #2 (fall 2016): Share and discuss the alternatives, the selection criteria/evaluation process and solicit public feedback.
- Open House #3 (late fall 2016 / early winter 2017): Present the final recommended alternative moving forward.

JLA will work with the City and Otak to develop content for up to three press releases to be distributed by the City at key project milestones, including announcing the open houses. At the culmination of the project, JLA will develop a public involvement summary report documenting the feedback heard from the public throughout the process.

### Deliverables:

1. Public Involvement and Outreach Plan
2. Informational Fact Sheet (with one update)
3. F.A.Q Sheet
4. Schedule, coordinate, attend and document up to 12 interviews with key stakeholders/impacted property owners
5. Summary Report of Interviews
6. Content for up to 3 press releases
7. Schedule, coordinate, attend and document three public open houses
8. Sign in sheets, comment forms and other materials for open houses
9. Public Involvement Summary Report

### Assumptions:

- The City will compile and maintain a mailing list of affected property owners and interested parties.

### Task 8: Decision Making Framework (Otak and Alta)

This task will use the work done in tasks 2-7 to document a decision making framework for reference in screening the Connector alternatives. This task will include selection criteria meetings with City staff and will result in a weighted selection criteria matrix. During this

Scope of Work  
Continued

task the following factors will also be considered for inclusion. Key considerations include, but are not limited to:

- Termini and location;
- Typical cross section(s);
- Right-of-way and easement requirements;
- Environmental impacts/concerns;
- Access control;
- Multi-modal opportunities;
- Roadway Profile;
- Active Transportation and Freight Compatibility;
- Tonquin Trail alignment;
- Structures, existing and proposed;
- Public/private utility assessment; and
- Relative cost estimates

#### Deliverables:

1. Selection Criteria vetting meeting with the City.
2. Weighted Selection Criteria Matrix.

#### Assumptions:

- The City will provide the weighted values for the selection criteria based on information gathered and presented by the Consultant.

### Task 9: Traffic Analysis (DKS)

Data Collection and Existing Conditions: Consultant will update the *2009 Brown Road Extension Alternatives Analysis* to develop baseline (2016) traffic volume forecasts to evaluate two different east/west connector alternatives as identified in the *City of Wilsonville Transportation System Plan*. Consultant shall provide Average Annual Daily Traffic Volumes (AADT), for the project area intersections and roadways as well as PM peak hour (4:00 to 6:00 p.m.) intersection volumes. Intersection manual turn counts will be collected during the PM peak period at the following six study intersections:

- Wilsonville Road/Brown Road
- Wilsonville Road/Montebello Drive
- Wilsonville Road/Kinsman Road

Scope of Work  
Continued

- Wilsonville Road/Boones Ferry Road
- Boones Ferry Road/Bailey Street
- Boones Ferry Road/5th Street

Consultant will provide existing level of service (LOS), delay, volume to capacity (V/C), and traffic composition (i.e., passenger cars, trucks, buses, etc.) for each of the study intersections.

2035 Future Modeling and Baseline Conditions: Consultant will prepare 2035 future forecasts using the Metro Gamma Model that was refined as part of the Wilsonville Transportation System Plan and Frog Pond Area Plan transportation planning studies. Consultant will provide future level of service (LOS), delay, volume to capacity (V/C), and traffic composition (i.e., passenger cars, trucks, buses, etc.) for each of the study intersections.

East/West Connector Alternatives Analysis: Using the 2035 Metro Gamma Model, consultant will evaluate up to three alternatives that include:

- 2035 East-West Connector Roadway Alternative 1 (Bailey Road Alignment)
- 2035 East-West Connector Roadway Alternative 2 (5th Street Alignment)
- 2035 East-West Connector Roadway Alternative 3 (If necessary)

DKS will provide the City with updated transportation findings related to the alternatives evaluated above. The transportation findings will include:

- Average and Peak Hour Traffic Volumes (including diversion from Wilsonville Road)
- Operations at Key Study Intersections (Level of Service, Volume to Capacity, Delay)
- Corridor Travel Times
- Pedestrian and Bicycle Connectivity
- Transit Service

Other transportation items to be addressed include potential cut-through traffic on neighborhood streets, Wilsonville Road travel times, and traffic control options of major connector intersections, multimodal connectivity, neighborhood connectivity, and coordination with planned French Prairie Bridge.

## Scope of Work Continued

Consultant will provide future level of service (LOS), delay, volume to capacity (V/C), and traffic composition (i.e., passenger cars, trucks, buses, etc.) for each of the study intersections with the east-west connector roadway.

Documentation Transportation Analysis Report: Consultant will prepare a technical report summarizing the transportation findings of Tasks 9.1 through 9.3.

Meetings: Consultant will attend up to six project related meetings at the City of Wilsonville.

### Deliverables:

- 1) The data collection and existing conditions will be documented in the Task 9.4 memorandum.
- 2) The future 2035 forecasts and operations will be documented in the Task 9.4 memorandum.
- 3) The future east-west connector alternatives analysis will be documented in the Task 9.4 memorandum.
- 4) Tasks 9.1 through 9.4 will be summarized in a technical report that includes figures and graphics that summarize the key findings.
- 5) Attend up to six project meetings at the City of Wilsonville.

## Task 10: Development and Screening of New Route Alignments

### *(Otak)*

This task includes development and screening of the alternatives based on information received and developed from previous tasks. The alternatives will be taken to a level of design that establishes the horizontal and preliminary vertical alignments, conceptual stormwater design and conceptual creek crossing alternatives. These alternatives will be evaluated and screened using the selection criteria matrix agreed upon by the City and the Stakeholders.

This screening will be conducted with the input of the public, as well as input from the stakeholders and environmental, regulator, and resource agencies. This task will include facilitation of an open house meeting (included as part of Task 7) to engage the stakeholders and interested citizens in reviewing the opportunities and constraints of each alignment.

### Deliverables:

1. Alternative Alignments (Up to three)
2. Recommendation of Bailey Street or 5th Street Connection

Scope of Work  
Continued

3. Alternative Analysis Memo
4. Preliminary Cost Estimates (Includes Preliminary ROW Costs)
5. Prepare and present at one open house meeting

**Task 11: Develop Typical Street Cross Sections (*Otak*)**

This task includes developing typical street cross-sections using standard road designs adopted by the City of Wilsonville, but also considering contextual details, such as freight needs, multi-modal user needs, and land uses served by the road.

**Deliverables:**

1. Typical Cross section views of all street segments in each of the Top Three (3) Screened Alternatives

**Task 12: Prepare and Present Final Recommendations (*Otak and JLA*)**

This task includes facilitating a meeting among City staff and the design team to review the results of the work through Task 11 and determine a final recommendation to move forward with.

The recommendation will show the tradeoffs and traffic considerations for the top three (3) alignments in up to two (2) future build-out scenarios. This task includes developing highly visual graphic renderings of the alignments, including property access points, for the review of stakeholders and decision makers.

Project team shall facilitate a meeting to engage affected property owners in allowing them the opportunity to review the strengths and constraints of each alignment.

Recommend the preferred alignment that best meets the project purpose, based on future growth and development scenarios.

**Deliverables:**

1. Prepare and present at two staff meetings.
2. Prepare and present at one stakeholder/interested citizens meeting.
3. Prepare and present at one Planning Commission meeting.
4. Prepare and present at one City Council meeting.

Scope of Work  
Continued

5. Final Recommendation Posters and Exhibits
6. Final Recommendation Memo documenting process and recommended alignment.

### Task 13: Contingency Tasks

These contingency tasks have been set up to include additional work that may be needed as the project progresses. Contingency task costs are estimates only and will only be finalized should the City authorize the contingency task(s) to be done. This work will only be performed under a separate Notice To Proceed given by the person who is delegated as the signing authority of the City of Wilsonville.

#### Task 13.1 – Geotechnical Field Exploration (Contingency)

Perform one (1) boring at each identified location for a bridge crossing at up to three potential crossings of Coffee Lake Creek. Boring locations shall be coordinated with City staff.

The field exploration program shall consist of up to three (3) borings; the boring depths are anticipated to range up to 100 feet in depth or terminate at refusal. Soil samples shall be obtained at 5-foot intervals using either a standard penetration sampler or a Shelby tube sampler.

Supervise the field operations and log the borings. Subsurface explorations will comply with federal, state, and local regulations and be conducted in general accordance with the ODOT Geotechnical Design Manual (GDM) Chapter 3.

Perform a conceptual geotechnical evaluation based upon the field exploration results, and develop conceptual bridge foundation alternatives. Prepare a geotechnical memorandum summarizing the field work, bore logs and foundation alternatives.

#### Task 13.2 – Risk Assessment (Contingency)

This task will include a 4 hour workshop with select design team members and City staff to identify and evaluate the associated risks of the project and the likelihood of them occurring and affecting the scope, schedule, or budget.

#### Task 13.3 – Additional Right-of-Way Support (Contingency)

This task will include the work of gathering more detailed cost estimates and obtaining Permission to Enter Property signature forms if needed for the project.

Scope of Work  
Continued**Task 13.4 – Additional Public Involvement Support/Meetings (Contingency)**

This task will cover additional support and meetings outside the original scope if needed and directed by the City.

**Task 13.5 – Additional Traffic Modeling (Contingency)**

This task will cover any additional traffic modeling not covered under the original scope. Consultant will evaluate one land use alternatives for vacant or underutilized properties south of Wilsonville Road and in the vicinity of the proposed connector. This land use alternative will include land use assumptions provided by City staff that considers reasonable worst case land use assumption for the properties. Trip assumptions for the second land use alternative will be based on standard trip generation rates from Trip Generation Manual, Ninth Edition published by the Institute of Transportation Engineers (ITE) assuming appropriate trip reductions based on transit and other modal reductions. These alternatives will be evaluated with and without the proposed east/west connector.

**Wilsonville East-West Connector**  
 Fee Estimate  
 Otak, Inc.  
 Otak Project # 18004

| Task | Description                                     | PIC (Kevin) | CE IX (Allen) | CE VI (Andy) | CE V (Ashley) | Land. Arch (Scott) | Sr. Planner (Glen) | Urban Des IV (Steve) | Sr. Struct PM (Doug) | Project Admin Asst | Total Hours | Total Budget by Task |
|------|---|-------------|---------------|--------------|---------------|--------------------|--------------------|----------------------|----------------------|--------------------|-------------|----------------------|
| 1    | Project Management and Coordination             |             |               |              |               |                    |                    |                      |                      |                    |             |                      |
| 1.1  | Design Team Coordination                        |             | 24            |              |               |                    |                    |                      |                      |                    | 24          | \$3,816              |
| 1.2  | Coordination Meetings                           | 2           | 24            |              |               |                    |                    |                      |                      |                    | 26          | \$4,184              |
| 1.3  | Project Invoices                                |             | 10            |              |               |                    |                    |                      |                      | 10                 | 20          | \$2,270              |
| 1.4  | Project Schedule                                | 2           | 10            |              |               |                    |                    |                      |                      |                    | 12          | \$1,958              |
| 1.5  | Quality Management                              | 6           | 20            |              |               |                    |                    |                      |                      |                    | 26          | \$4,284              |
| 2    | Purpose and Need Statement                      |             |               |              |               |                    |                    |                      |                      |                    |             |                      |
| 2.1  | Draft Purpose and Need Statement                |             | 2             |              |               |                    |                    |                      |                      |                    | 2           | \$318                |
| 2.2  | Preliminary Project Area Map                    |             |               | 10           |               |                    | 2                  |                      |                      |                    | 12          | \$1,572              |
| 2.3  | Final Purpose and Need Statement                | 1           | 2             |              |               |                    |                    |                      |                      |                    | 3           | \$502                |
| 3    | Railroad Crossing                               |             |               |              |               |                    |                    |                      |                      |                    |             |                      |
| 3.1  | Conceptual Railroad Crossing Plan               |             |               | 8            |               |                    |                    |                      |                      |                    | 8           | \$1,008              |
| 3.2  | Coordination with ODOT Rail                     |             | 4             |              |               |                    |                    |                      |                      |                    | 4           | \$636                |
| 3.3  | Railroad Crossing Permit Memo                   |             |               |              |               |                    |                    |                      |                      |                    |             |                      |
| 4    | Evaluate Existing Conditions                    |             |               |              |               |                    |                    |                      |                      |                    |             |                      |
| 4.1  | Existing/Future Conditions Memo                 |             | 2             |              |               |                    | 6                  | 2                    |                      |                    | 10          | \$1,534              |
| 4.2  | Detailed Project Area Map                       |             |               | 12           |               |                    | 4                  |                      |                      |                    | 16          | \$2,136              |
| 4.3  | Map & Summary of Opportunities/Constraints      |             |               | 8            |               |                    | 8                  |                      |                      |                    | 16          | \$2,256              |
| 4.4  | Shadow Plats                                    |             |               |              |               |                    | 24                 | 16                   |                      |                    | 40          | \$5,984              |
| 5    | Environmental Resources                         |             |               |              |               |                    |                    |                      |                      |                    |             |                      |
| 5.1  | Conduct Site Visit                              |             |               |              |               |                    |                    |                      |                      |                    |             |                      |
| 5.2  | Environmental Resource Memo                     |             |               |              |               |                    |                    |                      |                      |                    |             |                      |
| 5.3  | Cultural Resource Review and Memo               |             |               |              |               |                    |                    |                      |                      |                    |             |                      |
| 6    | Geotechnical Support                            |             |               |              |               |                    |                    |                      |                      |                    |             |                      |
| 6.1  | Preliminary Geotechnical Support                |             |               |              |               |                    |                    |                      |                      |                    |             |                      |
| 7    | Community Engagement                            |             |               |              |               |                    |                    |                      |                      |                    |             |                      |
| 7.1  | Public Involvement and Outreach Plan            | 1           | 4             |              |               |                    |                    |                      |                      |                    | 5           | \$820                |
| 7.2  | Stakeholder Database and Project Communications |             | 4             |              |               |                    |                    |                      |                      |                    | 4           | \$636                |
| 7.3  | Informational Fact Sheet                        |             | 8             |              |               |                    |                    |                      |                      |                    | 8           | \$1,272              |
| 7.4  | Strategic Stakeholder Engagement                |             | 20            |              |               |                    |                    |                      |                      |                    | 20          | \$3,180              |
| 7.5  | Community Open House and Summary Report         |             | 12            |              |               |                    |                    |                      |                      |                    | 12          | \$1,908              |
| 8    | Develop Decision Making Framework               |             |               |              |               |                    |                    |                      |                      |                    |             |                      |
| 8.1  | Selection Criteria Meetings                     |             | 5             |              |               |                    | 5                  |                      |                      |                    | 10          | \$1,575              |
| 8.2  | Alternative Selection Matrix                    |             | 6             |              |               |                    | 3                  |                      |                      |                    | 9           | \$1,422              |
| 9    | Traffic Analysis                                |             |               |              |               |                    |                    |                      |                      |                    |             |                      |
| 9.1  | Data Collection Existing Conditions             |             |               |              |               |                    |                    |                      |                      |                    |             |                      |
| 9.2  | 2035 Modeling and Baseline Conditions           |             |               |              |               |                    |                    |                      |                      |                    |             |                      |
| 9.3  | East-West Connector Alternatives Analysis       |             |               |              |               |                    |                    |                      |                      |                    |             |                      |
| 9.4  | Documentation Traffic Analysis Report           |             |               |              |               |                    |                    |                      |                      |                    |             |                      |
| 9.5  | Meetings  |             |               |              |               |                    |                    |                      |                      |                    |             |                      |
| 10   | Develop and Screening of New Route Alignments   |             |               |              |               |                    |                    |                      |                      |                    |             |                      |
| 10.1 | Alignment Alternatives                          |             |               | 40           | 30            |                    |                    |                      | 20                   |                    | 90          | \$12,290             |
| 10.2 | East Side Connection Recommendation             |             | 4             | 12           |               |                    |                    |                      |                      |                    | 16          | \$2,148              |
| 10.3 | Alternative Analysis Memo                       | 2           | 4             | 8            | 8             | 8                  | 4                  |                      | 4                    | 2                  | 40          | \$5,412              |
| 10.4 | Present at Council/Comm Meeting                 |             | 4             |              |               |                    |                    |                      |                      |                    | 4           | \$636                |
| 10.5 | Preliminary Cost Estimates                      |             | 2             | 8            | 8             | 4                  |                    |                      | 4                    |                    | 26          | \$3,490              |
| 11   | Develop Typical Cross Sections                  |             |               |              |               |                    |                    |                      |                      |                    |             |                      |
| 11.1 | Typical Cross Sections                          |             | 4             | 12           |               |                    |                    |                      |                      |                    | 16          | \$2,148              |
| 12   | Prepare and Present Final Recommendation        |             |               |              |               |                    |                    |                      |                      |                    |             |                      |
| 12.1 | Final Recommendation Posters/Exhibits           | 1           | 2             | 12           |               |                    | 4                  |                      |                      |                    | 19          | \$2,638              |
| 12.2 | Staff Meetings                                  |             | 6             |              |               |                    |                    |                      |                      |                    | 6           | \$954                |
| 12.3 | Stakeholder Meeting                             |             | 6             |              |               |                    |                    |                      |                      |                    | 6           | \$954                |
| 12.4 | Planning Commission Meeting                     |             | 4             |              |               |                    |                    |                      |                      |                    | 4           | \$636                |
| 12.5 | City Council Meeting                            |             | 4             |              |               |                    |                    |                      |                      |                    | 4           | \$636                |
| 12.6 | Final Recommendation Memo                       | 1           | 4             | 8            |               |                    | 4                  |                      |                      | 2                  | 19          | \$2,588              |
|      | <i>Total Hours</i>                              | 16          | 201           | 138          | 46            | 12                 | 64                 | 18                   | 28                   | 14                 | 537         |                      |
|      | <i>Billing Rate</i>                             | \$184.00    | \$159.00      | \$126.00     | \$119.00      | \$119.00           | \$156.00           | \$140.00             | \$184.00             | \$68.00            |             |                      |
|      | <i>Total Labor Cost</i>                         | \$2,944     | \$31,959      | \$17,388     | \$5,474       | \$1,428            | \$9,984            | \$2,520              | \$5,152              | \$952              |             | \$77,801             |
|      | <i>Direct Expenses</i>                          |             |               |              |               |                    |                    |                      |                      |                    |             | \$3,890              |
|      | <i>Subconsultant Administration</i>             |             |               |              |               |                    |                    |                      |                      |                    |             |                      |
|      | <b>Project Total</b>                            |             |               |              |               |                    |                    |                      |                      |                    |             | <b>\$81,691</b>      |

**Wilsonville East-West Connector**

Fee Estimate

Alta

Otak Project # 18004

| Task | Description                                     | Principal (Katie) | Designer (Mary) | Planner (Reza) | Total Hours | Total Budget by Task |
|------|---|-------------------|-----------------|----------------|-------------|----------------------|
| 1    | Project Management and Coordination             |                   |                 |                |             |                      |
| 1.1  | Design Team Coordination                        |                   |                 |                |             |                      |
| 1.2  | Coordination Meetings                           |                   |                 |                |             |                      |
| 1.3  | Project Invoices                                |                   |                 |                |             |                      |
| 1.4  | Project Schedule                                |                   |                 |                |             |                      |
| 1.5  | Quality Management                              |                   |                 |                |             |                      |
| 2    | Purpose and Need Statement                      |                   |                 |                |             |                      |
| 2.1  | Draft Purpose and Need Statement                | 12                | 1               | 1              | 14          | \$2,200              |
| 2.2  | Preliminary Project Area Map                    |                   |                 |                |             |                      |
| 2.3  | Final Purpose and Need Statement                | 6                 |                 | 4              | 10          | \$1,350              |
| 3    | Railroad Crossing                               |                   |                 |                |             |                      |
| 3.1  | Conceptual Railroad Crossing Plan               |                   |                 |                |             |                      |
| 3.2  | Coordination with ODOT Rail                     |                   |                 |                |             |                      |
| 3.3  | Railroad Crossing Permit Memo                   |                   |                 |                |             |                      |
| 4    | Evaluate Existing Conditions                    |                   |                 |                |             |                      |
| 4.1  | Existing/Future Conditions Memo                 | 8                 | 2               | 26             | 36          | \$3,920              |
| 4.2  | Detailed Project Area Map                       |                   |                 |                |             |                      |
| 4.3  | Map & Summary of Opportunities/Constraints      | 6                 |                 | 6              | 12          | \$1,530              |
| 4.4  | Shadow Plats                                    |                   |                 |                |             |                      |
| 5    | Environmental Resources                         |                   |                 |                |             |                      |
| 5.1  | Conduct Site Visit                              |                   |                 |                |             |                      |
| 5.2  | Environmental Resource Memo                     |                   |                 |                |             |                      |
| 5.3  | Cultural Resource Review and Memo               |                   |                 |                |             |                      |
| 6    | Geotechnical Support                            |                   |                 |                |             |                      |
| 6.1  | Preliminary Geotechnical Support                |                   |                 |                |             |                      |
| 7    | Community Engagement                            |                   |                 |                |             |                      |
| 7.1  | Public Involvement and Outreach Plan            |                   |                 |                |             |                      |
| 7.2  | Stakeholder Database and Project Communications |                   |                 |                |             |                      |
| 7.3  | Informational Fact Sheet                        |                   |                 |                |             |                      |
| 7.4  | Strategic Stakeholder Engagement                |                   |                 |                |             |                      |
| 7.5  | Community Open House and Summary Report         |                   |                 |                |             |                      |
| 8    | Develop Decision Making Framework               |                   |                 |                |             |                      |
| 8.1  | Selection Criteria Meetings                     | 6                 |                 | 4              | 10          | \$1,350              |
| 8.2  | Alternative Selection Matrix                    | 6                 |                 | 6              | 12          | \$1,530              |
| 9    | Traffic Analysis                                |                   |                 |                |             |                      |
| 9.1  | Data Collection Existing Conditions             |                   |                 |                |             |                      |
| 9.2  | 2035 Modeling and Baseline Conditions           |                   |                 |                |             |                      |
| 9.3  | East-West Connector Alternatives Analysis       |                   |                 |                |             |                      |
| 9.4  | Documentation Traffic Analysis Report           |                   |                 |                |             |                      |
| 9.5  | Meetings  |                   |                 |                |             |                      |
| 10   | Develop and Screening of New Route Alignments   |                   |                 |                |             |                      |
| 10.1 | Alignment Alternatives                          |                   |                 |                |             |                      |
| 10.2 | East Side Connection Recommendation             |                   |                 |                |             |                      |
| 10.3 | Alternative Analysis Memo                       | 6                 | 2               | 16             | 24          | \$2,690              |
| 10.4 | Present at Council/Comm Meeting                 |                   |                 |                |             |                      |
| 10.5 | Preliminary Cost Estimates                      |                   |                 |                |             |                      |
| 11   | Develop Typical Cross Sections                  |                   |                 |                |             |                      |
| 11.1 | Typical Cross Sections                          |                   |                 |                |             |                      |
| 12   | Prepare and Present Final Recommendation        |                   |                 |                |             |                      |
| 12.1 | Final Recommendation Posters/Exhibits           |                   |                 |                |             |                      |
| 12.2 | Staff Meetings                                  |                   |                 |                |             |                      |
| 12.3 | Stakeholder Meeting                             |                   |                 |                |             |                      |
| 12.4 | Planning Commission Meeting                     |                   |                 |                |             |                      |
| 12.5 | City Council Meeting                            |                   |                 |                |             |                      |
| 12.6 | Final Recommendation Memo                       | 8                 | 2               | 24             | 34          | \$3,740              |
|      | <i>Total Hours</i>                              | 58                | 7               | 87             | 152         |                      |
|      | <i>Billing Rate</i>                             | \$165.00          | \$130.00        | \$90.00        |             |                      |
|      | <i>Total Labor Cost</i>                         | \$9,570           | \$910           | \$7,830        |             | \$18,310             |
|      | <i>Direct Expenses</i>                          |                   |                 |                |             | \$100                |
|      | <b>Project Total</b>                            |                   |                 |                |             | <b>\$18,410</b>      |

**Wilsonville East-West Connector**

Fee Estimate

AINW

Otak Project # 18004

| <i>Task</i> | <i>Description</i>                              | Senior Archeologist (Lucie) | Supervising Archeologist | GIS Specialist | Project Admin | <i>Total Hours</i> | <i>Total Budget by Task</i> |
|-------------|---|-----------------------------|--------------------------|----------------|---------------|--------------------|-----------------------------|
| 1           | Project Management and Coordination             |                             |                          |                |               |                    |                             |
| 1.1         | Design Team Coordination                        |                             |                          |                |               |                    |                             |
| 1.2         | Coordination Meetings                           |                             |                          |                |               |                    |                             |
| 1.3         | Project Invoices                                |                             |                          |                |               |                    |                             |
| 1.4         | Project Schedule                                |                             |                          |                |               |                    |                             |
| 1.5         | Quality Management                              |                             |                          |                |               |                    |                             |
| 2           | Purpose and Need Statement                      |                             |                          |                |               |                    |                             |
| 2.1         | Draft Purpose and Need Statement                |                             |                          |                |               |                    |                             |
| 2.2         | Preliminary Project Area Map                    |                             |                          |                |               |                    |                             |
| 2.3         | Final Purpose and Need Statement                |                             |                          |                |               |                    |                             |
| 3           | Railroad Crossing                               |                             |                          |                |               |                    |                             |
| 3.1         | Conceptual Railroad Crossing Plan               |                             |                          |                |               |                    |                             |
| 3.2         | Coordination with ODOT Rail                     |                             |                          |                |               |                    |                             |
| 3.3         | Railroad Crossing Permit Memo                   |                             |                          |                |               |                    |                             |
| 4           | Evaluate Existing Conditions                    |                             |                          |                |               |                    |                             |
| 4.1         | Existing/Future Conditions Memo                 |                             |                          |                |               |                    |                             |
| 4.2         | Detailed Project Area Map                       |                             |                          |                |               |                    |                             |
| 4.3         | Map & Summary of Opportunities/Constraints      |                             |                          |                |               |                    |                             |
| 4.4         | Shadow Plats                                    |                             |                          |                |               |                    |                             |
| 5           | Environmental Resources                         |                             |                          |                |               |                    |                             |
| 5.1         | Conduct Site Visit                              |                             |                          |                |               |                    |                             |
| 5.2         | Environmental Resource Memo                     |                             |                          |                |               |                    |                             |
| 5.3         | Cultural Resource Review and Memo               | 2                           | 28                       | 2              | 3             | 35                 | \$3,093                     |
| 6           | Geotechnical Support                            |                             |                          |                |               |                    |                             |
| 6.1         | Preliminary Geotechnical Support                |                             |                          |                |               |                    |                             |
| 7           | Community Engagement                            |                             |                          |                |               |                    |                             |
| 7.1         | Public Involvement and Outreach Plan            |                             |                          |                |               |                    |                             |
| 7.2         | Stakeholder Database and Project Communications |                             |                          |                |               |                    |                             |
| 7.3         | Informational Fact Sheet                        |                             |                          |                |               |                    |                             |
| 7.4         | Strategic Stakeholder Engagement                |                             |                          |                |               |                    |                             |
| 7.5         | Community Open House and Summary Report         |                             |                          |                |               |                    |                             |
| 8           | Develop Decision Making Framework               |                             |                          |                |               |                    |                             |
| 8.1         | Selection Criteria Meetings                     |                             |                          |                |               |                    |                             |
| 8.2         | Alternative Selection Matrix                    |                             |                          |                |               |                    |                             |
| 9           | Traffic Analysis                                |                             |                          |                |               |                    |                             |
| 9.1         | Data Collection Existing Conditions             |                             |                          |                |               |                    |                             |
| 9.2         | 2035 Modeling and Baseline Conditions           |                             |                          |                |               |                    |                             |
| 9.3         | East-West Connector Alternatives Analysis       |                             |                          |                |               |                    |                             |
| 9.4         | Documentation Traffic Analysis Report           |                             |                          |                |               |                    |                             |
| 9.5         | Meetings  |                             |                          |                |               |                    |                             |
| 10          | Develop and Screening of New Route Alignments   |                             |                          |                |               |                    |                             |
| 10.1        | Alignment Alternatives                          |                             |                          |                |               |                    |                             |
| 10.2        | East Side Connection Recommendation             |                             |                          |                |               |                    |                             |
| 10.3        | Alternative Analysis Memo                       |                             |                          |                |               |                    |                             |
| 10.4        | Present at Council/Comm Meeting                 |                             |                          |                |               |                    |                             |
| 10.5        | Preliminary Cost Estimates                      |                             |                          |                |               |                    |                             |
| 11          | Develop Typical Cross Sections                  |                             |                          |                |               |                    |                             |
| 11.1        | Typical Cross Sections                          |                             |                          |                |               |                    |                             |
| 12          | Prepare and Present Final Recommendation        |                             |                          |                |               |                    |                             |
| 12.1        | Final Recommendation Posters/Exhibits           |                             |                          |                |               |                    |                             |
| 12.2        | Staff Meetings                                  |                             |                          |                |               |                    |                             |
| 12.3        | Stakeholder Meeting                             |                             |                          |                |               |                    |                             |
| 12.4        | Planning Commission Meeting                     |                             |                          |                |               |                    |                             |
| 12.5        | City Council Meeting                            |                             |                          |                |               |                    |                             |
| 12.6        | Final Recommendation Memo                       |                             |                          |                |               |                    |                             |
|             | <i>Total Hours</i>                              | 2                           | 28                       | 2              | 3             | 35                 |                             |
|             | <i>Billing Rate</i>                             | \$113.00                    | \$88.20                  | \$89.75        | \$72.77       |                    |                             |
|             | <i>Total Labor Cost</i>                         | \$226                       | \$2,470                  | \$180          | \$218         |                    | \$3,093                     |
|             | <i>Direct Expenses</i>                          |                             |                          |                |               |                    | \$100                       |
|             | <b>Project Total</b>                            |                             |                          |                |               |                    | <b>\$3,193</b>              |

**Wilsonville East-West Connector**

Fee Estimate

DKS

Otak Project # 18004

| Task | Description                                     | TM       | PM       | PE1     | PE2     | Graphics | Project Admin | Total Hours | Total Budget by Task |
|------|---|----------|----------|---------|---------|----------|---------------|-------------|----------------------|
| 1    | Project Management and Coordination             |          |          |         |         |          |               |             |                      |
| 1.1  | Design Team Coordination                        |          |          |         |         |          |               |             |                      |
| 1.2  | Coordination Meetings                           |          |          |         |         |          |               |             |                      |
| 1.3  | Project Invoices                                |          |          |         |         |          |               |             |                      |
| 1.4  | Project Schedule                                |          |          |         |         |          |               |             |                      |
| 1.5  | Quality Management                              |          |          |         |         |          |               |             |                      |
| 2    | Purpose and Need Statement                      |          |          |         |         |          |               |             |                      |
| 2.1  | Draft Purpose and Need Statement                |          |          |         |         |          |               |             |                      |
| 2.2  | Preliminary Project Area Map                    |          |          |         |         |          |               |             |                      |
| 2.3  | Final Purpose and Need Statement                |          |          |         |         |          |               |             |                      |
| 3    | Railroad Crossing                               |          |          |         |         |          |               |             |                      |
| 3.1  | Conceptual Railroad Crossing Plan               |          |          |         |         |          |               |             |                      |
| 3.2  | Coordination with ODOT Rail                     |          |          |         |         |          |               |             |                      |
| 3.3  | Railroad Crossing Permit Memo                   |          |          |         |         |          |               |             |                      |
| 4    | Evaluate Existing Conditions                    |          |          |         |         |          |               |             |                      |
| 4.1  | Existing/Future Conditions Memo                 |          |          |         |         |          |               |             |                      |
| 4.2  | Detailed Project Area Map                       |          |          |         |         |          |               |             |                      |
| 4.3  | Map & Summary of Opportunities/Constraints      |          |          |         |         |          |               |             |                      |
| 4.4  | Shadow Plats                                    |          |          |         |         |          |               |             |                      |
| 5    | Environmental Resources                         |          |          |         |         |          |               |             |                      |
| 5.1  | Conduct Site Visit                              |          |          |         |         |          |               |             |                      |
| 5.2  | Environmental Resource Memo                     |          |          |         |         |          |               |             |                      |
| 5.3  | Cultural Resource Review and Memo               |          |          |         |         |          |               |             |                      |
| 6    | Geotechnical Support                            |          |          |         |         |          |               |             |                      |
| 6.1  | Preliminary Geotechnical Support                |          |          |         |         |          |               |             |                      |
| 7    | Community Engagement                            |          |          |         |         |          |               |             |                      |
| 7.1  | Public Involvement and Outreach Plan            |          |          |         |         |          |               |             |                      |
| 7.2  | Stakeholder Database and Project Communications |          |          |         |         |          |               |             |                      |
| 7.3  | Informational Fact Sheet                        |          |          |         |         |          |               |             |                      |
| 7.4  | Strategic Stakeholder Engagement                |          |          |         |         |          |               |             |                      |
| 7.5  | Community Open House and Summary Report         |          |          |         |         |          |               |             |                      |
| 8    | Develop Decision Making Framework               |          |          |         |         |          |               |             |                      |
| 8.1  | Selection Criteria Meetings                     |          |          |         |         |          |               |             |                      |
| 8.2  | Alternative Selection Matrix                    |          |          |         |         |          |               |             |                      |
| 9    | Traffic Analysis                                |          |          |         |         |          |               |             |                      |
| 9.1  | Data Collection Existing Conditions             |          | 4        | 8       | 16      |          | 2             | 30          | \$2,920              |
| 9.2  | 2035 Modeling and Baseline Conditions           | 16       | 4        | 16      | 16      |          | 2             | 54          | \$5,840              |
| 9.3  | East-West Connector Alternatives Analysis       | 8        | 10       | 16      | 50      |          | 4             | 88          | \$8,710              |
| 9.4  | Documentation Traffic Analysis Report           |          | 4        | 8       | 24      | 16       | 2             | 54          | \$5,080              |
| 9.5  | Meetings  |          | 18       |         |         |          |               | 18          | \$3,150              |
| 10   | Develop and Screening of New Route Alignments   |          |          |         |         |          |               |             |                      |
| 10.1 | Alignment Alternatives                          |          |          |         |         |          |               |             |                      |
| 10.2 | East Side Connection Recommendation             |          |          |         |         |          |               |             |                      |
| 10.3 | Alternative Analysis Memo                       |          |          |         |         |          |               |             |                      |
| 10.4 | Present at Council/Comm Meeting                 |          |          |         |         |          |               |             |                      |
| 10.5 | Preliminary Cost Estimates                      |          |          |         |         |          |               |             |                      |
| 11   | Develop Typical Cross Sections                  |          |          |         |         |          |               |             |                      |
| 11.1 | Typical Cross Sections                          |          |          |         |         |          |               |             |                      |
| 12   | Prepare and Present Final Recommendation        |          |          |         |         |          |               |             |                      |
| 12.1 | Final Recommendation Posters/Exhibits           |          |          |         |         |          |               |             |                      |
| 12.2 | Staff Meetings                                  |          |          |         |         |          |               |             |                      |
| 12.3 | Stakeholder Meeting                             |          |          |         |         |          |               |             |                      |
| 12.4 | Planning Commission Meeting                     |          |          |         |         |          |               |             |                      |
| 12.5 | City Council Meeting                            |          |          |         |         |          |               |             |                      |
| 12.6 | Final Recommendation Memo                       |          |          |         |         |          |               |             |                      |
|      | <i>Total Hours</i>                              | 24       | 40       | 48      |         |          | 10            | 244         |                      |
|      | <i>Billing Rate</i>                             | \$135.00 | \$175.00 | \$95.00 | \$80.00 | \$95.00  | \$90.00       |             |                      |
|      | <i>Total Labor Cost</i>                         | \$3,240  | \$7,000  | \$4,560 |         |          | \$900         |             | \$25,700             |
|      | <i>Direct Expenses</i>                          |          |          |         |         |          |               |             | \$900                |
|      | <b>Project Total</b>                            |          |          |         |         |          |               |             | \$26,600             |

**Wilsonville East-West Connector**

Fee Estimate

Epic

Otak Project # 18004

| Task | Description                                     | Senior PM | Senior Agent | Total Hours | Total Budget by Task |
|------|---|-----------|--------------|-------------|----------------------|
| 1    | Project Management and Coordination             |           |              |             |                      |
| 1.1  | Design Team Coordination                        |           |              |             |                      |
| 1.2  | Coordination Meetings                           |           |              |             |                      |
| 1.3  | Project Invoices                                |           |              |             |                      |
| 1.4  | Project Schedule                                |           |              |             |                      |
| 1.5  | Quality Management                              |           |              |             |                      |
| 2    | Purpose and Need Statement                      |           |              |             |                      |
| 2.1  | Draft Purpose and Need Statement                |           |              |             |                      |
| 2.2  | Preliminary Project Area Map                    |           |              |             |                      |
| 2.3  | Final Purpose and Need Statement                |           |              |             |                      |
| 3    | Railroad Crossing                               |           |              |             |                      |
| 3.1  | Conceptual Railroad Crossing Plan               |           |              |             |                      |
| 3.2  | Coordination with ODOT Rail                     |           |              |             |                      |
| 3.3  | Railroad Crossing Permit Memo                   |           |              |             |                      |
| 4    | Evaluate Existing Conditions                    |           |              |             |                      |
| 4.1  | Existing/Future Conditions Memo                 |           |              |             |                      |
| 4.2  | Detailed Project Area Map                       |           |              |             |                      |
| 4.3  | Map & Summary of Opportunities/Constraints      |           |              |             |                      |
| 4.4  | Shadow Plats                                    |           |              |             |                      |
| 5    | Environmental Resources                         |           |              |             |                      |
| 5.1  | Conduct Site Visit                              |           |              |             |                      |
| 5.2  | Environmental Resource Memo                     |           |              |             |                      |
| 5.3  | Cultural Resource Review and Memo               |           |              |             |                      |
| 6    | Geotechnical Support                            |           |              |             |                      |
| 6.1  | Preliminary Geotechnical Support                |           |              |             |                      |
| 7    | Community Engagement                            |           |              |             |                      |
| 7.1  | Public Involvement and Outreach Plan            |           |              |             |                      |
| 7.2  | Stakeholder Database and Project Communications |           |              |             |                      |
| 7.3  | Informational Fact Sheet                        |           |              |             |                      |
| 7.4  | Strategic Stakeholder Engagement                |           |              |             |                      |
| 7.5  | Community Open House and Summary Report         |           |              |             |                      |
| 8    | Develop Decision Making Framework               |           |              |             |                      |
| 8.1  | Selection Criteria Meetings                     |           |              |             |                      |
| 8.2  | Alternative Selection Matrix                    |           |              |             |                      |
| 9    | Traffic Analysis                                |           |              |             |                      |
| 9.1  | Data Collection Existing Conditions             |           |              |             |                      |
| 9.2  | 2035 Modeling and Baseline Conditions           |           |              |             |                      |
| 9.3  | East-West Connector Alternatives Analysis       |           |              |             |                      |
| 9.4  | Documentation Traffic Analysis Report           |           |              |             |                      |
| 9.5  | Meetings  |           |              |             |                      |
| 10   | Develop and Screening of New Route Alignments   |           |              |             |                      |
| 10.1 | Alignment Alternatives                          |           |              |             |                      |
| 10.2 | East Side Connection Recommendation             |           |              |             |                      |
| 10.3 | Alternative Analysis Memo                       |           |              |             |                      |
| 10.4 | Present at Council/Comm Meeting                 |           |              |             |                      |
| 10.5 | Preliminary Cost Estimates                      | 15        | 20           | 35          | \$4,462              |
| 11   | Develop Typical Cross Sections                  |           |              |             |                      |
| 11.1 | Typical Cross Sections                          |           |              |             |                      |
| 12   | Prepare and Present Final Recommendation        |           |              |             |                      |
| 12.1 | Final Recommendation Posters/Exhibits           |           |              |             |                      |
| 12.2 | Staff Meetings                                  |           |              |             |                      |
| 12.3 | Stakeholder Meeting                             |           |              |             |                      |
| 12.4 | Planning Commission Meeting                     |           |              |             |                      |
| 12.5 | City Council Meeting                            |           |              |             |                      |
| 12.6 | Final Recommendation Memo                       |           |              |             |                      |
|      | <i>Total Hours</i>                              | 15        | 20           | 35          |                      |
|      | <i>Billing Rate</i>                             | \$151.67  | \$109.36     |             |                      |
|      | <i>Total Labor Cost</i>                         | \$2,275   | \$2,187      |             | \$4,462              |
|      | <i>Direct Expenses</i>                          |           |              |             |                      |
|      | <b>Project Total</b>                            |           |              |             | \$4,462              |





**Wilsonville East-West Connector**

Fee Estimate

S&W

Otak Project # 18004

| Task | Description                                     | VP       | Sr. Professional II | Project Admin | Total Hours | Total Budget by Task |
|------|---|----------|---------------------|---------------|-------------|----------------------|
| 1    | Project Management and Coordination             |          |                     |               |             |                      |
| 1.1  | Design Team Coordination                        |          |                     |               |             |                      |
| 1.2  | Coordination Meetings                           |          |                     |               |             |                      |
| 1.3  | Project Invoices                                |          |                     |               |             |                      |
| 1.4  | Project Schedule                                |          |                     |               |             |                      |
| 1.5  | Quality Management                              |          |                     |               |             |                      |
| 2    | Purpose and Need Statement                      |          |                     |               |             |                      |
| 2.1  | Draft Purpose and Need Statement                |          |                     |               |             |                      |
| 2.2  | Preliminary Project Area Map                    |          |                     |               |             |                      |
| 2.3  | Final Purpose and Need Statement                |          |                     |               |             |                      |
| 3    | Railroad Crossing                               |          |                     |               |             |                      |
| 3.1  | Conceptual Railroad Crossing Plan               |          |                     |               |             |                      |
| 3.2  | Coordination with ODOT Rail                     |          |                     |               |             |                      |
| 3.3  | Railroad Crossing Permit Memo                   |          |                     |               |             |                      |
| 4    | Evaluate Existing Conditions                    |          |                     |               |             |                      |
| 4.1  | Existing/Future Conditions Memo                 |          |                     |               |             |                      |
| 4.2  | Detailed Project Area Map                       |          |                     |               |             |                      |
| 4.3  | Map & Summary of Opportunities/Constraints      |          |                     |               |             |                      |
| 4.4  | Shadow Plats                                    |          |                     |               |             |                      |
| 5    | Environmental Resources                         |          |                     |               |             |                      |
| 5.1  | Conduct Site Visit                              |          |                     |               |             |                      |
| 5.2  | Environmental Resource Memo                     |          |                     |               |             |                      |
| 5.3  | Cultural Resource Review and Memo               |          |                     |               |             |                      |
| 6    | Geotechnical Support                            |          |                     |               |             |                      |
| 6.1  | Preliminary Geotechnical Support                | 8        | 12                  | 3             | 23          | \$3,455              |
| 7    | Community Engagement                            |          |                     |               |             |                      |
| 7.1  | Public Involvement and Outreach Plan            |          |                     |               |             |                      |
| 7.2  | Stakeholder Database and Project Communications |          |                     |               |             |                      |
| 7.3  | Informational Fact Sheet                        |          |                     |               |             |                      |
| 7.4  | Strategic Stakeholder Engagement                |          |                     |               |             |                      |
| 7.5  | Community Open House and Summary Report         |          |                     |               |             |                      |
| 8    | Develop Decision Making Framework               |          |                     |               |             |                      |
| 8.1  | Selection Criteria Meetings                     |          |                     |               |             |                      |
| 8.2  | Alternative Selection Matrix                    |          |                     |               |             |                      |
| 9    | Traffic Analysis                                |          |                     |               |             |                      |
| 9.1  | Data Collection Existing Conditions             |          |                     |               |             |                      |
| 9.2  | 2035 Modeling and Baseline Conditions           |          |                     |               |             |                      |
| 9.3  | East-West Connector Alternatives Analysis       |          |                     |               |             |                      |
| 9.4  | Documentation Traffic Analysis Report           |          |                     |               |             |                      |
| 9.5  | Meetings  |          |                     |               |             |                      |
| 10   | Develop and Screening of New Route Alignments   |          |                     |               |             |                      |
| 10.1 | Alignment Alternatives                          |          |                     |               |             |                      |
| 10.2 | East Side Connection Recommendation             |          |                     |               |             |                      |
| 10.3 | Alternative Analysis Memo                       |          |                     |               |             |                      |
| 10.4 | Present at Council/Comm Meeting                 |          |                     |               |             |                      |
| 10.5 | Preliminary Cost Estimates                      |          |                     |               |             |                      |
| 11   | Develop Typical Cross Sections                  |          |                     |               |             |                      |
| 11.1 | Typical Cross Sections                          |          |                     |               |             |                      |
| 12   | Prepare and Present Final Recommendation        |          |                     |               |             |                      |
| 12.1 | Final Recommendation Posters/Exhibits           |          |                     |               |             |                      |
| 12.2 | Staff Meetings                                  |          |                     |               |             |                      |
| 12.3 | Stakeholder Meeting                             |          |                     |               |             |                      |
| 12.4 | Planning Commission Meeting                     |          |                     |               |             |                      |
| 12.5 | City Council Meeting                            |          |                     |               |             |                      |
| 12.6 | Final Recommendation Memo                       |          |                     |               |             |                      |
|      | <i>Total Hours</i>                              | 8        | 12                  | 3             | 23          |                      |
|      | <i>Billing Rate</i>                             | \$205.00 | \$135.00            | \$65.00       |             |                      |
|      | <i>Total Labor Cost</i>                         | \$1,640  | \$1,620             | \$195         |             | \$3,455              |
|      | <i>Direct Expenses</i>                          |          |                     |               |             | \$35                 |
|      | <b>Project Total</b>                            |          |                     |               |             | <b>\$3,490</b>       |

**Wilsonville East-West Connector**

Fee Estimate

Wiser Rail

Otak Project # 18004

| <i>Task</i> | <i>Description</i>                              | Rail Engineer (Tom) |  |  |  | <i>Total Hours</i> | <i>Total Budget by Task</i> |
|-------------|---|---------------------|--|--|--|--------------------|-----------------------------|
| 1           | Project Management and Coordination             |                     |  |  |  |                    |                             |
| 1.1         | Design Team Coordination                        |                     |  |  |  |                    |                             |
| 1.2         | Coordination Meetings                           |                     |  |  |  |                    |                             |
| 1.3         | Project Invoices                                |                     |  |  |  |                    |                             |
| 1.4         | Project Schedule                                |                     |  |  |  |                    |                             |
| 1.5         | Quality Management                              |                     |  |  |  |                    |                             |
| 2           | Purpose and Need Statement                      |                     |  |  |  |                    |                             |
| 2.1         | Draft Purpose and Need Statement                |                     |  |  |  |                    |                             |
| 2.2         | Preliminary Project Area Map                    |                     |  |  |  |                    |                             |
| 2.3         | Final Purpose and Need Statement                |                     |  |  |  |                    |                             |
| 3           | Railroad Crossing                               |                     |  |  |  |                    |                             |
| 3.1         | Conceptual Railroad Crossing Plan               | 2                   |  |  |  | 2                  | \$442                       |
| 3.2         | Coordination with ODOT Rail                     | 12                  |  |  |  | 12                 | \$2,652                     |
| 3.3         | Railroad Crossing Permit Memo                   | 14                  |  |  |  | 14                 | \$3,094                     |
| 4           | Evaluate Existing Conditions                    |                     |  |  |  |                    |                             |
| 4.1         | Existing/Future Conditions Memo                 |                     |  |  |  |                    |                             |
| 4.2         | Detailed Project Area Map                       |                     |  |  |  |                    |                             |
| 4.3         | Map & Summary of Opportunities/Constraints      |                     |  |  |  |                    |                             |
| 4.4         | Shadow Plats                                    |                     |  |  |  |                    |                             |
| 5           | Environmental Resources                         |                     |  |  |  |                    |                             |
| 5.1         | Conduct Site Visit                              |                     |  |  |  |                    |                             |
| 5.2         | Environmental Resource Memo                     |                     |  |  |  |                    |                             |
| 5.3         | Cultural Resource Review and Memo               |                     |  |  |  |                    |                             |
| 6           | Geotechnical Support                            |                     |  |  |  |                    |                             |
| 6.1         | Preliminary Geotechnical Support                |                     |  |  |  |                    |                             |
| 7           | Community Engagement                            |                     |  |  |  |                    |                             |
| 7.1         | Public Involvement and Outreach Plan            |                     |  |  |  |                    |                             |
| 7.2         | Stakeholder Database and Project Communications |                     |  |  |  |                    |                             |
| 7.3         | Informational Fact Sheet                        |                     |  |  |  |                    |                             |
| 7.4         | Strategic Stakeholder Engagement                |                     |  |  |  |                    |                             |
| 7.5         | Community Open House and Summary Report         |                     |  |  |  |                    |                             |
| 8           | Develop Decision Making Framework               |                     |  |  |  |                    |                             |
| 8.1         | Selection Criteria Meetings                     |                     |  |  |  |                    |                             |
| 8.2         | Alternative Selection Matrix                    |                     |  |  |  |                    |                             |
| 9           | Traffic Analysis                                |                     |  |  |  |                    |                             |
| 9.1         | Data Collection Existing Conditions             |                     |  |  |  |                    |                             |
| 9.2         | 2035 Modeling and Baseline Conditions           |                     |  |  |  |                    |                             |
| 9.3         | East-West Connector Alternatives Analysis       |                     |  |  |  |                    |                             |
| 9.4         | Documentation Traffic Analysis Report           |                     |  |  |  |                    |                             |
| 9.5         | Meetings  |                     |  |  |  |                    |                             |
| 10          | Develop and Screening of New Route Alignments   |                     |  |  |  |                    |                             |
| 10.1        | Alignment Alternatives                          |                     |  |  |  |                    |                             |
| 10.2        | East Side Connection Recommendation             |                     |  |  |  |                    |                             |
| 10.3        | Alternative Analysis Memo                       |                     |  |  |  |                    |                             |
| 10.4        | Present at Council/Comm Meeting                 |                     |  |  |  |                    |                             |
| 10.5        | Preliminary Cost Estimates                      |                     |  |  |  |                    |                             |
| 11          | Develop Typical Cross Sections                  |                     |  |  |  |                    |                             |
| 11.1        | Typical Cross Sections                          |                     |  |  |  |                    |                             |
| 12          | Prepare and Present Final Recommendation        |                     |  |  |  |                    |                             |
| 12.1        | Final Recommendation Posters/Exhibits           |                     |  |  |  |                    |                             |
| 12.2        | Staff Meetings                                  |                     |  |  |  |                    |                             |
| 12.3        | Stakeholder Meeting                             |                     |  |  |  |                    |                             |
| 12.4        | Planning Commission Meeting                     |                     |  |  |  |                    |                             |
| 12.5        | City Council Meeting                            |                     |  |  |  |                    |                             |
| 12.6        | Final Recommendation Memo                       |                     |  |  |  |                    |                             |
|             | <i>Total Hours</i>                              | 28                  |  |  |  | 28                 |                             |
|             | <i>Billing Rate</i>                             | \$221.00            |  |  |  |                    |                             |
|             | <i>Total Labor Cost</i>                         | \$6,188             |  |  |  |                    | \$6,188                     |
|             | <i>Direct Expenses</i>                          |                     |  |  |  |                    | \$100                       |
|             | <b>Project Total</b>                            |                     |  |  |  |                    | <b>\$6,288</b>              |

**Wilsonville East-West Connector**

Fee Estimate

Summary of Otak, Inc. and all subconsultants

Otak Project # 18004

| Task | Description                                    | Otak            | Alta            | AINW           | DKS             | Epic           | JLA             | PHS            | S&W            | Wiser          | Total Hours | Total Budget by Task |
|------|--|-----------------|-----------------|----------------|-----------------|----------------|-----------------|----------------|----------------|----------------|-------------|----------------------|
| 1    | Project Management and Coordination            |                 |                 |                |                 |                |                 |                |                |                |             |                      |
| 1.1  | Design Team Coordination                       | 24              |                 |                |                 |                | 16              |                |                |                | 40          | \$5,462              |
| 1.2  | Coordination Meetings                          | 26              |                 |                |                 |                | 10              |                |                |                | 36          | \$5,355              |
| 1.3  | Project Invoices                               | 20              |                 |                |                 |                | 15              |                |                |                | 35          | \$3,570              |
| 1.4  | Project Schedule                               | 12              |                 |                |                 |                |                 |                |                |                | 12          | \$1,958              |
| 1.5  | Quality Management                             | 26              |                 |                |                 |                |                 |                |                |                | 26          | \$4,284              |
| 2    | Purpose and Need Statement                     |                 |                 |                |                 |                |                 |                |                |                |             |                      |
| 2.1  | Draft Purpose and Need Statement               | 2               | 14              |                |                 |                |                 |                |                |                | 16          | \$2,518              |
| 2.2  | Preliminary Project Area Map                   | 12              |                 |                |                 |                |                 |                |                |                | 12          | \$1,572              |
| 2.3  | Final Purpose and Need Statement               | 3               | 10              |                |                 |                |                 |                |                |                | 13          | \$1,852              |
| 3    | Railroad Crossing                              |                 |                 |                |                 |                |                 |                |                |                |             |                      |
| 3.1  | Conceptual Railroad Crossing Plan              | 8               |                 |                |                 |                |                 |                |                | 2              | 10          | \$1,450              |
| 3.2  | Coordination with ODOT Rail                    | 4               |                 |                |                 |                |                 |                |                | 12             | 16          | \$3,288              |
| 3.3  | Railroad Crossing Permit Memo                  |                 |                 |                |                 |                |                 |                |                | 14             | 14          | \$3,094              |
| 4    | Evaluate Existing Conditions                   |                 |                 |                |                 |                |                 |                |                |                |             |                      |
| 4.1  | Existing/Future Conditions Memo                | 10              | 36              |                |                 |                |                 |                |                |                | 46          | \$5,454              |
| 4.2  | Detailed Project Area Map                      | 16              |                 |                |                 |                |                 |                |                |                | 16          | \$2,136              |
| 4.3  | Map & Summary of Opportunities/Constraints     | 16              | 12              |                |                 |                |                 |                |                |                | 28          | \$3,786              |
| 4.4  | Shadow Plats                                   | 40              |                 |                |                 |                |                 |                |                |                | 40          | \$5,984              |
| 5    | Environmental Resources                        |                 |                 |                |                 |                |                 |                |                |                |             |                      |
| 5.1  | Conduct Site Visit                             |                 |                 |                |                 |                |                 | 12             |                |                | 12          | \$1,434              |
| 5.2  | Environmental Resource Memo                    |                 |                 |                |                 |                |                 | 20             |                |                | 20          | \$1,902              |
| 5.3  | Cultural Resource Review and Memo              |                 |                 | 35             |                 |                |                 |                |                |                | 35          | \$3,093              |
| 6    | Geotechnical Support                           |                 |                 |                |                 |                |                 |                |                |                |             |                      |
| 6.1  | Preliminary Geotechnical Support               |                 |                 |                |                 |                |                 | 23             |                |                | 23          | \$3,455              |
| 7    | Community Engagement                           |                 |                 |                |                 |                |                 |                |                |                |             |                      |
| 7.1  | Public Involvement and Outreach Plan           | 5               |                 |                |                 |                | 14              |                |                |                | 19          | \$2,433              |
| 7.3  | Informational Fact Sheet                       | 8               |                 |                |                 |                | 42              |                |                |                | 50          | \$5,403              |
| 7.4  | Strategic Stakeholder Engagement               | 20              |                 |                |                 |                | 68              |                |                |                | 88          | \$10,661             |
| 7.5  | Community Open House and Summary Report        | 12              |                 |                |                 |                | 152             |                |                |                | 164         | \$16,334             |
| 8    | Develop Decision Making Framework              |                 |                 |                |                 |                |                 |                |                |                |             |                      |
| 8.1  | Selection Criteria Meetings                    | 10              | 10              |                |                 |                |                 |                |                |                | 20          | \$2,925              |
| 8.2  | Alternative Selection Matrix                   | 9               | 12              |                |                 |                |                 |                |                |                | 21          | \$2,952              |
| 9    | Traffic Analysis                               |                 |                 |                |                 |                |                 |                |                |                |             |                      |
| 9.1  | Data Collection Existing Conditions            |                 |                 |                | 30              |                |                 |                |                |                | 30          | \$2,920              |
| 9.2  | 2035 Modeling and Baseline Conditions          |                 |                 |                | 54              |                |                 |                |                |                | 54          | \$5,840              |
| 9.3  | East-West Connector Alternatives Analysis      |                 |                 |                | 88              |                |                 |                |                |                | 88          | \$8,710              |
| 9.4  | Documentation Traffic Analysis Report          |                 |                 |                | 54              |                |                 |                |                |                | 54          | \$5,080              |
| 9.5  | Meetings                                       |                 |                 |                | 18              |                |                 |                |                |                | 18          | \$3,150              |
| 10   | Develop and Screening of New Route Alignments  |                 |                 |                |                 |                |                 |                |                |                |             |                      |
| 10.1 | Alignment Alternatives                         | 90              |                 |                |                 |                |                 |                |                |                | 90          | \$12,290             |
| 10.2 | East Side Connection Recommendation            | 16              |                 |                |                 |                |                 |                |                |                | 16          | \$2,148              |
| 10.3 | Alternative Analysis Memo                      | 40              | 24              |                |                 |                |                 |                |                |                | 64          | \$8,102              |
| 10.4 | Present at Council/Comm Meeting                | 4               |                 |                |                 |                |                 |                |                |                | 4           | \$636                |
| 10.5 | Preliminary Cost Estimates                     | 26              |                 |                |                 | 35             |                 |                |                |                | 61          | \$7,952              |
| 11   | Develop Typical Cross Sections                 |                 |                 |                |                 |                |                 |                |                |                |             |                      |
| 11.1 | Typical Cross Sections                         | 16              |                 |                |                 |                |                 |                |                |                | 16          | \$2,148              |
| 12   | Prepare and Present Final Recommendation       |                 |                 |                |                 |                |                 |                |                |                |             |                      |
| 12.1 | Final Recommendation Posters/Exhibits          | 19              |                 |                |                 |                |                 |                |                |                | 19          | \$2,638              |
| 12.2 | Staff Meetings                                 | 6               |                 |                |                 |                |                 |                |                |                | 6           | \$954                |
| 12.3 | Stakeholder Meeting                            | 6               |                 |                |                 |                |                 |                |                |                | 6           | \$954                |
| 12.4 | Planning Commission Meeting                    | 4               |                 |                |                 |                |                 |                |                |                | 4           | \$636                |
| 12.5 | City Council Meeting                           | 4               |                 |                |                 |                |                 |                |                |                | 4           | \$636                |
| 12.6 | Final Recommendation Memo                      | 19              | 34              |                |                 |                |                 |                |                |                | 53          | \$6,328              |
|      | <b>Total Labor Hours</b>                       | <b>533</b>      | <b>152</b>      | <b>35</b>      | <b>244</b>      | <b>35</b>      | <b>317</b>      | <b>32</b>      | <b>23</b>      | <b>28</b>      | 1,399       |                      |
|      | <b>Total Labor Cost</b>                        | <b>\$77,801</b> | <b>\$18,310</b> | <b>\$3,093</b> | <b>\$25,700</b> | <b>\$4,462</b> | <b>\$31,769</b> | <b>\$3,336</b> | <b>\$3,455</b> | <b>\$6,188</b> |             | <b>\$173,479</b>     |
|      | <b>Direct Expenses</b>                         | <b>\$3,890</b>  | <b>\$100</b>    | <b>\$100</b>   | <b>\$900</b>    |                | <b>\$1,150</b>  | <b>\$150</b>   | <b>\$35</b>    | <b>\$100</b>   |             | <b>\$6,425</b>       |
|      | <b>Subconsultant Administration</b>            |                 |                 |                |                 |                |                 |                |                |                |             |                      |
|      | <b>Project Total</b>                           | <b>\$81,691</b> | <b>\$18,410</b> | <b>\$3,193</b> | <b>\$26,600</b> | <b>\$4,462</b> | <b>\$32,919</b> | <b>\$3,486</b> | <b>\$3,490</b> | <b>\$6,288</b> |             | <b>\$180,540</b>     |
| 13   | Contingency Tasks                              |                 |                 |                |                 |                |                 |                |                |                |             |                      |
| 13.1 | Geotechnical Field Exploration                 |                 |                 |                |                 |                |                 |                | \$30,000       |                | \$30,000    | \$57,500             |
| 13.2 | Risk Assessment                                | \$5,000         |                 |                |                 |                |                 |                |                |                | \$5,000     | \$5,000              |
| 13.3 | Additional Right-of-way Support                |                 |                 |                |                 | \$5,000        |                 |                |                |                | \$5,000     | \$5,000              |
| 13.4 | Additional Public Involvement Support/Meetings |                 |                 |                |                 |                | \$7,500         |                |                |                | \$7,500     | \$7,500              |
| 13.5 | Additional Traffic Modeling/TSP Update         |                 |                 |                | \$10,000        |                |                 |                |                |                | \$10,000    | \$10,000             |