

PERSONAL SERVICES CONTRACT (ORS Chapter 279C)  
(Architectural, Engineering, Land Surveying and Related Services)

This Agreement is made and entered into by and between **COLUMBIA COUNTY**, a political subdivision of the State of Oregon, hereinafter referred to as "County", and David Evans and Associates, Inc., hereinafter referred to as "Contractor".

IT IS HEREBY AGREED by and between the parties above-mentioned, in consideration of the mutual promises hereinafter stated, as follows:

1. Contents of Agreement, Order of Interpretation. This Agreement is made up of this Personal Services Contract along with the following Exhibits:

Exhibit A	Contractors Scope of Work
Exhibit B	Request for Proposals
Exhibit C	Contractors Billing Rate Information

By this reference, the above listed Exhibits, all of which are attached hereto, are incorporated herein as if set out in full.

In case of conflict between the documents, this Personal Services Contract without the Exhibits shall control, followed by Exhibit A, followed by Exhibit B, followed by Exhibit C, in that order.

2. Effective Date. This Agreement is effective on the last date signed by the parties, below.
3. Completion Date. The completion date for this Agreement shall be no later than June 30, 2026. By providing written notice to Contractor the County at its sole discretion may extend this Agreement up to two (2) times, each extension being for one (1) year.
4. Contractor's Services. Contractor agrees to provide services for the design and construction of a bridge at the confluence of the Little Clatskanie River (Apiary Road MP 8.4) near Rainier, Oregon. (the "Project"). The specific services to be provided are detailed in the Contractor's Scope of Work attached hereto as Exhibit A and the Request For Proposals ("RFP") which is attached hereto as Exhibit B.
5. Consideration County shall pay Contractor on a fee-for-service basis according to the rates, as set forth in Exhibit C, in an amount not to exceed \$ 244,193.87, said amount to be the complete compensation to Contractor for the services performed under this Agreement. This fee shall include all expenses. Unless otherwise agreed to in writing by the parties, payment shall be made monthly based on invoices submitted by Contractor. This Agreement is subject to the appropriation of funds by County, and/or the receipt of funds from state and federal sources. In the event sufficient funds shall not be appropriated, and/or received, by County for the payment of consideration required to be paid under this Agreement, then County may terminate this Agreement in accordance with Section 17 of this Agreement.
6. Contract Representatives. Contract representatives for this Agreement shall be:

FOR COUNTY  
Mike Russell, Director

FOR CONTRACTOR  
Amanda Blankenship

Columbia County Public Works  
1054 Oregon Street  
St. Helens, OR 97501  
(503) 397-5090  
michael.russell@co.columbia.or.us

David Evans and Associates, Inc.  
5121 Skyline Village Loop S, Suite 200  
Salem OR, 97306  
503-480-1322  
503-361-8655  
Amanda.Blankenship@deainc.com

All correspondence shall be sent to the above addressees when written notification is necessary. Contract representatives can be changed by providing written notice to the other party at the address listed.

7. Permits - Licenses. Unless otherwise specified, Contractor shall procure all permits and licenses, pay all charges and fees and give all notices necessary for performance of the design and engineering services to be provided under this Agreement prior to commencement of work.
8. Compliance with Codes and Standards. It shall be the Contractor's responsibility to demonstrate compliance with all applicable building, health and sanitation laws and codes, and with all other applicable Federal, State and local acts, statutes, ordinances, regulations, provisions and rules. Contractor shall engage in no activity which creates an actual conflict of interest or violates the Code of Ethics as provided by ORS Chapter 244, or which would create a conflict or violation if Contractor were a public official as defined in ORS 244.020.
9. Reports. Contractor shall provide County with periodic reports about the progress of the project at the frequency and with the information as prescribed by the County.
10. Independent Contractor. Contractor is engaged hereby as an independent contractor and shall not be considered an employee, agent, partner, joint venturer or representative of County for any purpose whatsoever. County does not have the right of direction or control over the manner in which Contractor delivers services under this Agreement and does not exercise any control over the activities of the Contractor, except that the services must be performed in a manner that is consistent with the terms of this Agreement. County shall have no obligation with respect to Contractor's debts or any other liabilities of Contractor. Contractor shall be responsible for furnishing all equipment necessary for the performance of the services required herein. In addition:
  - A. Contractor will be solely responsible for payment of any Federal or State taxes required as a result of this Agreement.
  - B. This Agreement is not intended to entitle Contractor to any benefits generally granted to County employees. Without limitation, but by way of illustration, the benefits which are not intended to be extended by this Agreement to the Contractor are vacation, holiday and sick leave, other leaves with pay, tenure, medical and dental coverage, life and disability insurance, overtime, social security, workers' compensation, unemployment compensation, or retirement benefits (except insofar as benefits are otherwise required by law if the Contractor is presently a member of the Public Employees Retirement System).
  - C. The Contractor is an independent contractor for purposes of the Oregon workers' compensation law (ORS Chapter 656) and is solely liable for any workers' compensation coverage under this Agreement. If the Contractor has the assistance of other persons in the performance of the Agreement, the Contractor shall qualify and remain qualified for the

term of this Agreement as a carrier-insured or self-insured employer under ORS 656.407. If the Contractor performs this Agreement without the assistance of any other person, unless otherwise agreed to by the parties, Contractor shall apply for and obtain workers' compensation insurance for himself or herself as a sole proprietor under ORS 656.128.

11. Statutory Provisions. Pursuant to the requirements of ORS Chapter 279C and Article XI, Section 10 of the Oregon Constitution, the following terms and conditions are made a part of this Agreement:
  - A. Employees shall be paid at least time and a half for all overtime worked in excess of 40 hours in any one week, except for individuals under this Agreement who are excluded under ORS 653.010 to 653.261 or under 29 U.S.C. Sections 201 to 209 from receiving overtime.
  - B. All subject employers working under this Agreement are either employers that will comply with ORS 656.017 or employers that are exempt under ORS 656.126.
  - C. This Agreement is expressly subject to the debt limitation of Oregon counties set forth in Article XI, Section 10 of the Oregon Constitution, and is contingent upon funds being appropriated therefor. Any provisions herein which would conflict with law are deemed inoperative to that extent.
12. Non-Discrimination. Contractor agrees that no person shall, on the grounds of race, color, creed, national origin, sex, marital status, handicap or age, suffer discrimination in the performance of this Agreement when employed by Contractor. Contractor certifies that it has not discriminated and will not discriminate, in violation of ORS 279A.110, against any minority, women or emerging small business enterprise certified under ORS 200.055, or a business enterprise that is owned or controlled by or that employs a disabled veteran, as defined in ORS 408.225 in obtaining any required subcontract.
13. Assignment; Subcontracts. Contractor shall not assign, subcontract or delegate the responsibility for providing services hereunder to any other person, firm or corporation without the express written permission of the County, except as provided in Contractor's Proposal.
14. Nonwaiver. The failure of the County to enforce any provision of this Agreement shall not constitute a waiver by the County of that or any other provision of the Agreement.
15. Indemnity.
  - A. County Actors Defined: For the purposes of this section "County Actors" shall mean the County, its officers, elected officials, agents and employees.
  - B. General Duty to Defend: Contractor shall indemnify, defend, save, and hold harmless all County Actors from any and all claims, suits or actions of any nature, including claims of injury to any person or persons or of damage to property, caused directly or indirectly by reason any error, omission, negligence, or wrongful act by Contractor, its officers, agents and/or employees arising out the performance of this agreement. This indemnity does not apply to claims, suits or actions arising solely out of the negligent acts or omissions of County Actors.

- C. Exception under ORS 30.140 (2) and (3): In the case of liability for damage arising out of death or bodily injury to persons or damage to property, Contractor's duty to indemnify under subsection (a) of this section shall be limited to the extent required by ORS 30.140 (2) and (3).
  - D. Limit on Duty to Defend: In the case of claims for professional negligence relating to the professional services provided under this contract, determination of the Contractor's duty to defend under subsection (a) of this section shall be deferred until after Contractor's liability or fault has been determined by adjudication or alternative dispute resolution or otherwise resolved by settlement agreement. In such instance the amount of defense costs to be reimbursed by Contractor shall be determined by multiplying the total amount of defense costs incurred by the County Actors by the percentage of the Contractors fault.
16. Insurance. For the duration of the Contract, Contractor shall, at its own expense, purchase and maintain from a company or companies licensed to do business in the State of Oregon, the following insurance with limits not less than those indicated, or greater if required by law:
- A. Workers' compensation and employer's liability insurance meeting statutory limits mandated by state and federal laws. Employer's liability insurance with coverage limits of not less than \$500,000 must be included.
  - B. Commercial General Liability Insurance covering bodily injury, death, and property damage in the amount of \$2,000,000 per occurrence (for all claimants for claims arising out of a single accident or occurrence). This insurance shall include personal injury liability, products and completed operations.
  - C. Automobile Liability Insurance covering all owned, non-owned and hired vehicles. This coverage may be written in combination with the Commercial General Liability Insurance (with separate limits for "Commercial General Liability" and "Automobile Liability"). Automobile Liability Insurance must be in an amount of not less than \$2,000,000 per occurrence (for all claimants for claims arising out of a single accident or occurrence).
  - D. Professional liability insurance covering claims made to the extent those claims arise from the Contractor's negligent acts, errors or omissions in the performance of its services under this Agreement with a limit of not less than \$2,000,000 per claim/aggregate.
  - E. The Commercial General Liability Insurance and the Automobile Liability Insurance must include Columbia County, its officers, agents and employees as Additional Insureds.
  - F. If any of the required insurance policies is on a "claims made" basis, such as professional liability insurance, the contractor shall maintain either "tail" coverage or continuous "claims made" liability coverage, provided the effective date of the continuous "claims made" coverage is on or before the effective date of the contract, for a minimum of twenty-four (24) months following the later of: (i) the contractor's completion and County's acceptance of all services required under the contract, or (ii) the expiration of all warranty periods provided under the contract. Notwithstanding the foregoing twenty-four (24) month requirement, if the contractor elects to maintain "tail" coverage and if the maximum time period "tail" coverage reasonably available in the marketplace is less than

the twenty-four (24) month period described above, then the contractor may request, and County may grant approval of the maximum "tail" coverage period reasonably available in the marketplace. If County approval is granted, the contractor shall maintain "tail" coverage for the maximum time that "tail" coverage is reasonably available in the marketplace. \*The contractor or its insurer must provide thirty (30) days' written notice to County before cancellation of, material change to, potential exhaustion of aggregate limits of, or non-renewal of the required insurance coverage(s).

- G. Contractor shall provide certificate(s) of insurance for all required insurance before the contractor performs under the contract. The certificate(s) for the Commercial General Liability Insurance and the Automobile Liability shall be accompanied by an Additional Insured Endorsement naming Columbia County, its officers, agents and employees as additional insureds. For insurance on a "claims made" basis, the certificate(s) of insurance shall specify the extended reporting period applicable to "tail" or continuous "claims made" coverage.

17. Termination. This Agreement may be terminated at any time in whole or in part by mutual consent of both parties, or by either party, with or without cause, upon thirty (30) days advance written notice delivered by registered or certified mail, or in person, to the other party. The County may terminate this Agreement, effective upon delivery of written notice to Contractor, or at such later date as may be established by the County under the following conditions:

- A. If Contractor fails to perform the work in a manner satisfactory to County.
- B. If any license or certificate required by law or regulation to be held by Contractor to provide the services required by this Agreement is for any reason denied, revoked, or not renewed.
- C. If funding becomes inadequate to allow the work to continue in accordance with the project schedule.

In case of termination, Contractor shall be required to repay to County the amount of any funds advanced to Contractor which Contractor has not earned or expended through the provision of services in accordance with this Agreement. However, Contractor shall be entitled to retain all costs incurred and fees earned by Contractor prior to that termination date, and any amounts remaining due shall be paid by County not to exceed the maximum amount stated above and decreased by any additional costs incurred by County to correct the work performed.

The rights and remedies of the County related to any breach of this Agreement by Contractor shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Agreement. Any termination of this Agreement shall be without prejudice to any obligations or liabilities of either party already accrued before such termination.

18. Time of the Essence. The parties agree that time is of the essence in this Agreement. However, the parties also agree that the schedules defined in the scope of work is subject to change and that Contractor will perform services with diligence and expediency consistent with sound professional practices to meet defined schedules.

19. Drawings, Specifications and Other Documents.
- A. Document Ownership: All documents of any nature and/or electronic data including, but not limited to, working papers, reports, material necessary to understand the documents and/or data, drawings, works of art and photographs, produced, prepared and/or compiled by Contractor pursuant to this Agreement are the property of County, and it is agreed by the parties that such documents are works made for hire. Contractor hereby conveys, transfers, and grants to County all rights of reproduction and the copyright to all such documents. Any reuse or modification of the documents without the prior written consent of Contractor will be at the sole risk of County.
  - B. Records Maintenance: Contractor shall maintain complete and accurate records of all services performed and all documents produced under this Contract for six years after completion or abandonment of the Project. Consultant shall make these records available to County upon reasonable notice.
  - C. Delivery of Project Records: Upon County's written request, or within 90 days after the completion date or other termination of this Agreement and at no cost to County, Contractor shall promptly deliver to County all Project records, including all administrative documents produced, compiled, or maintained by Contractor as a part of the Services provided for the Project, including the following:
    - i One reproducible hard copy set and one electronic set of the construction and permit documents, including the bidding requirements, specifications, and cost estimates for the Project;
    - ii One set of fixed image pdf files of the drawings that comprise the construction and permit documents;
    - iii One set of non-fixed image CADD and/or REVIT drawing files of the plans for the Project; and
    - iv All final or draft, studies, reports, calculations, drawings, maps, models, photographs, technology data, and documents prepared by Consultant under this Contract. Such documents shall be provided in pdf format as well as in their native file formats.
20. Mediation. In the event of a dispute between the parties arising out of or relating to this Agreement, the parties agree to submit such dispute to a mediator agreed to by both parties as soon as practicable after the dispute arises, and preferably before commencement of litigation or any permitted arbitration. The parties agree to exercise their best efforts in good faith to resolve all disputes in mediation.
21. Choice of Law. This Agreement shall be governed by the laws of the State of Oregon.
22. Venue. Venue relating to this Agreement shall be in the Circuit Court of the State of Oregon for Columbia County, located in St. Helens, Oregon.

23. Attorney's Fees. In the event an action, suit or proceeding, including appeal therefrom, is brought for failure to observe any of the terms of this Agreement, each party shall be responsible for its own attorney's fees, expenses, costs and disbursements for said action, suit, proceeding or appeal.
24. Severability. Should any provision or portion thereof of this Agreement at any time be in conflict with any law, ruling or regulation, or be unenforceable for any reason, then such provision shall continue in effect only to the extent that it remains valid. In the event any provision of this Agreement becomes less than fully operative or is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and the remaining portion of that provision and all other provisions of this Agreement shall, nevertheless, remain in full force and effect.
25. Tax Compliance. As required by ORS 279B.045, Contractor represents and warrants that Contractor has complied with the tax laws of this state and all political subdivisions of this state, including but not limited to ORS 305.620 and ORS Chapters 316, 317, and 318. Contractor shall continue to comply with the tax laws of this state and all political subdivisions of this state during the term of the public contract. Contractor's failure to comply with the tax laws of this state or a political subdivision of this state before the Contractor executes this Agreement or during the term of this Agreement is a default for which County may terminate this Agreement and seek damages and other relief available under the terms of this Agreement or under applicable law. Contractor hereby certifies, under penalty of perjury, as provided in ORS 305.385(6), that to Contractor's knowledge, Contractor is not in violation of any of the tax laws of this state or political subdivision of this state, including but not limited to ORS 305.380(4).
26. No Third-Party Rights. This Agreement is solely for the benefit of the parties to this Agreement. Rights and obligations established under this Agreement are not intended to benefit any person or entity not a signatory hereto.
27. Counterparts. This Agreement may be executed in several counterparts (facsimile or otherwise), all of which when taken together shall constitute one agreement binding on all Parties, notwithstanding that all Parties are not signatories to the same counterpart. Each copy of this Agreement so executed shall constitute an original.
28. Electronic Signatures. The Parties agree that signatures showing on PDF documents, including but not limited to PDF copies of the Agreement and amendments, submitted or exchanged via email are "Electronic Signatures" under ORS Chapter 84 and bind the signing Party and are intended to be and can be relied upon by the Parties. County reserves the right at any time to require the submission of the hard copy originals of any documents.
29. ENTIRE AGREEMENT. THIS AGREEMENT (INCLUDING THE EXHIBITS) CONSTITUTES THE ENTIRE AGREEMENT BETWEEN THE PARTIES. NO WAIVER, CONSENT, MODIFICATION OR CHANGE OF TERMS OF THIS AGREEMENT SHALL BIND EITHER PARTY UNLESS IN WRITING AND SIGNED BY BOTH PARTIES. SUCH WAIVER, CONSENT, MODIFICATION OR CHANGE, IF MADE, SHALL BE EFFECTIVE ONLY IN THE SPECIFIC INSTANCE AND FOR THE SPECIFIC PURPOSE GIVEN. THERE ARE NO UNDERSTANDINGS, AGREEMENTS, OR REPRESENTATIONS, ORAL OR WRITTEN, NOT SPECIFIED HEREIN REGARDING THIS AGREEMENT. CONTRACTOR, BY THE SIGNATURE OF ITS AUTHORIZED REPRESENTATIVE(S) BELOW, HEREBY ACKNOWLEDGES THAT IT HAS READ THIS AGREEMENT, UNDERSTANDS IT AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS.

IN WITNESS WHEREOF, the parties have executed this Contract that shall be effective as of the last date written below.

**CONTRACTOR**

**BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON**

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

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

Kellie Jo Smith, Chair

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

Date: \_\_\_\_\_

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

Casey Garrett, Commissioner

Approved as to form

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

Margaret Magruder, Commissioner

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

Office of County Counsel

Date: \_\_\_\_\_

# Exhibit 1

## Contractors Scope of Work

C120-2025 Personal Services Contract with David Evans and Associates, Inc for Engineering & Related Services Bridge Installation Little Clatskanie River Confluence (Apiary Road MP 8.4)

**STATEMENT of WORK and DELIVERY SCHEDULE  
for**

**Engineering & Related Services for Bridge Installation: Little Clatskanie River Confluence  
(Apiary Road MP 8.4)**

Name:	County's Project Manager ("CPM") Grant DeJongh	Name:	Consultant's Project Manager ("PM") Amanda Blankenship
Address:	Columbia County Public Works 1054 Oregon Street St. Helens, OR 97051	Address:	David Evans and Associates, Inc. 5121 Skyline Village Loop S, Suite 200 Salem OR, 97306
Phone:	541-397-5090	Phone:	503-480-1322
Fax:		Fax:	503-361-8655
Email:	<a href="mailto:Grant.DeJongh@columbiacountyor.gov">Grant.DeJongh@columbiacountyor.gov</a>	Email:	<a href="mailto:Amanda.Blankenship@deainc.com">Amanda.Blankenship@deainc.com</a>

**A. PROJECT DESCRIPTION and OVERVIEW of SERVICES**

Columbia County ("County") is contracting with Consultant for Services in connection with the following project (the "Project").

**Background**

The selected consulting firm will provide design; assist with permitting; and develop full engineering plans, contract specifications, and other related bid documents for a project to construct improvements associated with the Bridge Installation at the confluence of the Little Clatskanie River (Apiary Road MP 8.4) near Rainier, Oregon. Improvements will include the removal of existing culverts and replacement with a new bridge and roadway design to meet current road and environmental needs.

The project was developed under a previous contract and the survey basemap, 30% design plans, estimate, hydraulic report, and geotechnical memo have been prepared.

The County needs the following technical services provided to complete this project:

1. Develop plan set for bidding purposes
2. Assist County in specifications
3. Assist in project permitting

The plan is to use the drawings, specifications, and permitting to leverage additional funding for construction, ROW, and Utility Coordination completion after PS&E is complete.

**Project Description**

The County has identified the need for improvements on Apiary Road (MP 8.4) due to the inadequate conveyance of the Little Clatskanie River at its confluence with the Clatskanie River. Specifically, the Little Clatskanie River is conveyed through two (2) culverts that are misaligned and perched above the confluence. The proposal is to replace these culverts with a structure over the river to accommodate this confluence. The expected outcome of the Services under this contract is to complete preliminary and final design plans, specifications, and bid documents; perform right of way acquisition services; and obtain required permits for this bridge project. The Scope of Work is described in detail, below.

## **WOC Phases**

The WOC is divided into two (2) phases:

- Phase 1: 90% Preliminary Engineering (“PE”)
- Phase 2: 100% Preliminary Engineering (“PE”)

This Statement of Work (“SOW”) addresses both Phase 1 and Phase 2 of the Project.

## **Overall Budget**

The Columbia Soil & Water Conservation District grant for Preliminary Engineering for the Apiary MP 8.4 project described in this WOC is \$250,000. The balance of the contract is funded by Columbia County Public Works.

## **County Responsibilities**

County will:

- Develop, execute and submit any local government agreements (“IGAs”) (if required)
- Prepare grant applications and provide grant support
- Review and revise funding agreement (if necessary)
- Provide existing relevant Project data
- Provide internal County communication and Project coordination
- Complete revisions to the Project Prospectus (if necessary)
- Obtain any required permissions and/or rights-of-entry on private property to perform surveys and studies
- Obtain County Planner signature for Joint Permit Application (if required)
- Review, sign and submit Project permits to permitting agencies (if required)
- Pay DSL wetland delineation review fee and permit review fees if applicable
- Pay 401 WQC review fee to DEQ
- Acquire Columbia County Floodplain Permit (if required)
- Acquire Columbia County Floodplain Permit (if required)
- Participate in Project meetings and work sessions
- Review Consultant’s progress reports and process invoices
- Provide review comments on Preliminary, Advance, and Final PS&E submittals
  - Provide review comments to Consultant within five (5) business days of receipt of review documents
  - Consolidate all review comments from County staff and provide one (1) set of review comments per deliverable to the Consultant
  - Address conflicting review comments made by County staff prior to providing comments to Consultant
- Provide traffic counts with projected growth rate
- Provide access to County R/W
- Provide access to private property (if required)
- Provide traffic control during geotechnical subsurface investigation
- Provide ‘Section 100’s’ Special Provisions for bid documents
- Print and distribute bid documents
- Advertise the Project for bids
- Distribute bid documents to bidders and maintain plan holders list
- Evaluate bids, audits, and awards

## **Summary of Tasks Provided by Consultant**

Consultant shall provide the following Services for this Project:

- Project management of Consultant's services
- Obtain and review existing relevant Project data provided by County
- Schedule, facilitate, and attend Project meetings
- Update field surveys and update Project base mapping and DTM
- Complete survey reference monuments
- Complete utility identification, contact and initial coordination. Completion of utility coordination is not included in this contract.
- Provide Environmental Compliance documentation and completion of:
  - Wetland/Waters Delineation and Technical Memorandum, OR Wetland Delineation Report (CONTINGENCY)
  - SLOPES Consultation and Notification
  - Stormwater Management Plan
  - Joint USACE/DSL permit applications
  - Fish Passage Plan
- Coordinate and negotiate with state and federal agencies for environmental compliance and clearances, including Section 7 informal or formal consultation under the Endangered Species Act
- Acquire the following permits (if required)
  - DSL Removal-Fill permit
  - USACE Section 404 permit (w/ SLOPES authorization)
  - DEQ Section 401 permit
  - ODFW Fish Passage Approval
- Complete an archaeological pedestrian survey, additional clearance work as warranted, and Cultural Resourced Survey Report
- Complete geotechnical field explorations and material analysis
- Provide geotechnical bridge foundation information
- Update surface hydraulic assessment
- Perform stormwater quality design
- Develop erosion control plans
- Develop temporary water management plans
- Develop traffic control staging
- Develop roadway approach design and provide roadway drawings
- Develop bridge design and provide bridge drawings
- Prepare technical special provisions to County standards using 2024 Oregon Standard Specifications for Construction
- Perform constructability review
- Resolve County review comments, maintain comment log and provide written comment resolution
- Prepare engineer's construction cost estimate and schedule
- Provide assistance during bidding
- Prepare up to one (1) bid addendum

## **B. STANDARDS and GENERAL REQUIREMENTS**

The following shall apply to this WOC:

### **1. Software Requirements**

Consultant shall perform services using AutoCAD design software and provide deliverables in a form suitable to these programs. Special provisions must be submitted in Microsoft Office compatible format.

### **2. Design Criteria and Project Assumptions/Conditions**

County will designate the basic premises and criteria for the design of County roads. The design must utilize the most recent County design standards and standard drawings in effect at the initiation of this WOC. All specifications for the Project must be in compliance with the 2024 Oregon Standard Specifications for Construction and modified by the special provisions, as necessary.

Procedures for development of construction plans and specifications must be consistent with the provisions of the current editions of the various manuals pertaining to design, which are published or endorsed by the County. Consultant shall make such minor changes, modifications, or revisions in the details of the work as may be approved by the County consistent with the progression of the development of the work as defined in the detailed Project schedule submitted by Consultant. When alternatives are considered, County will jointly have the right of selections.

The County reserves the right to initiate conferences within this scope of services with Consultant to review the work in progress.

The County will assign a Project Leader to provide coordination with Consultant and to monitor the work in progress. Consultant work will be reviewed and approved by the County for conformance with County office practices, standards, and related report formats during the preliminary engineering and design phases of the Project.

The Apiary Road will be closed for a one-season long duration closure during construction. No on-site detour will be designed and detailed. No accelerated construction techniques or staged construction will be detailed for construction of the project. Any detour that utilizes Weyerhaeuser property will be the responsibility of the County to coordinate, administer, and design and detail.

Consultant shall perform all work in compliance with the design standards, guidelines, requirements, and methodologies as set forth above and the editions of the design documents listed in this section that are current at the initiation of this WOC.

The list is not intended to be exhaustive.

#### **General and Administrative**

- Oregon Standard Specifications for Highway Construction, ODOT current version
- ODOT Standard Drawings

#### **Environmental**

- Environmental Guide Book, U.S. Department of Transportation, Federal Highway Administration, current version
- Wetland Delineation Manual, USACE/EPA current version

- Current version “No Effects Memo Guidelines”

### **Hydraulic**

- Local drainage master plan

### **Roadway**

- AASHTO A Policy on Geometric Design of Streets and Highways, current version
- Contract Plans Development Guide, ODOT
- AASHTO Pavement Design Guide
- AASHTO Roadside Design Guide

### **Structures**

- AASHTO LRFD Bridge Design Specifications, 9th Edition, 2020
- AASHTO Guide Specifications for LRFD Seismic Bridge Design, 3rd Edition, 2023

### **Traffic**

- MUTCD Manual on Traffic Control Devices
- Traffic Line Manual

The following items will be followed, but exceptions to these items may be made and documented in email correspondence with the County:

- Hydraulics Manual, ODOT current version
- Highway Design Manual, ODOT current version, English
- ODOT Pavement Design Guide, current version
- ODOT Bridge Design Manual, current version
- ODOT Geotechnical Design Manual, current version

The following items are excluded from Consultant’s SOW:

- Work to address Section 4(f) or 6(f) issues is not required.
- Programmatic Section 4(f) Evaluations are not required.
- Project will qualify under SLOPES programmatic BO. An individual Biological Assessment is not required.
- Noise and air analysis and assessments are not required.
- Level 1 HAZMAT Environmental Site Assessment and Report and hazardous material sampling and testing. If needed, this will be performed during construction.
- Columbia County Conditional Use Permit is not required.
- Permanent Signal designs are not required.
- Roadside and curbside landscaping, besides that required for restoration work, is not required.
- A Roadside inventory form is not required.
- A highway access form is not required.

### **C. REVIEW, COMMENT and SCHEDULE OVERVIEW**

- Consultant shall coordinate with County staff as necessary and shall revise draft deliverables to incorporate County draft review comments.
- Consultant shall incorporate comments within ten (10) business days from receipt by County and return the Final to County staff, unless a different timeframe is specified for specific tasks or otherwise agreed to in writing by County.

#### **D. FORMAT REQUIREMENTS**

- Consultant shall submit draft deliverables in electronic format via email (and hard copy if requested).
- Consultant shall also submit all graphic files accompanying reports separately in .jpg or .tif formats unless specified differently by County.
- Each draft and final text-based or spreadsheet-based deliverable shall be provided in MS Office file formats (i.e., MS Word, Excel, etc.) and must be fully compatible with version used by County.
- Additional format requirements may be listed with specific tasks/deliverables in the SOW.

#### **E. TASKS, DELIVERABLES and SCHEDULE**

Unless the WOC is terminated or suspended, Consultant shall complete all tasks and provide all deliverables (collectively, the “Services”) included in this WOC and in accordance with the performance requirements and delivery schedules included in this WOC. For purposes of standardization, the task numbering in this SOW may be non-sequential. The delivery schedule is consolidated in a table at the end of Section E.

#### **TASK 1 PROJECT MANAGEMENT**

##### **Task 1.1 Project Management**

Consultant shall provide Project management throughout the duration of the Project from July 2025 to December 2025. This includes the work necessary to guide and direct Consultant's overall processes and Consultant's Project team including subconsultants. Consultant shall manage the Consultant’s production efforts including administering the contract, monitoring progress, and directing Consultant's quality control activities.

##### **Production Management**

Consultant shall provide leadership, direction, and control of the Consultant's production efforts. Consultant shall:

- Program, coordinate, and supervise Consultant's Project work.
- Direct Consultant's Project Team with regard to overall Project activities and team meetings.
- Maintain liaison and coordination between Consultant and County staff.

##### **Contract Administration**

Consultant shall provide day-to-day administration of Consultant's Project contract. Consultant shall:

- Develop and manage sub-consultant contracts.
- Monitor Consultant's Project budgets and costs.
- Prepare invoices and backup data.
- Prepare and submit monthly progress reports.

##### **Project Schedule**

Consultant shall prepare a detailed schedule showing all major tasks, meetings, and review milestones. provide scheduling, monitoring, controlling, and reporting progress on Consultant's Project activities. Consultant shall:

- Prepare at the start of the project, maintain and update Project activity schedule at design milestone submittals.

## **Quality Management**

Consultant shall provide a formalized mechanism for internal review of Consultant's work activities and products before delivery of final products. Consultant shall:

- Develop and maintain a quality management plan, designating responsibility for review of Consultant's technical work and deliverable products.
- Respond to the County review comments in writing.

## **Task 1 Consultant Deliverables**

- Six (6) monthly invoices with backup data and progress reports
- Project activity schedule at start of project and updates at design milestones

## **TASK 2 COORDINATION**

### **Task 2.1 County Coordination Meetings**

Consultant shall coordinate with the County in the form of emails, calls, and every other week 30-minute virtual County Coordination Meetings. Unnecessary County Coordination Meetings and County Coordination Meetings scheduled for the same week as Project Development meetings will be cancelled. It is assumed that there will be nine (9) coordination meetings.

### **Task 2.2 Kick-Off Meeting**

Consultant shall prepare for, schedule, and lead kick-off meeting within two (2) weeks of project NPT. The meeting will include a 1-hour in-person meeting at the County office to discuss the project constraints and design criteria. This will be followed by a site visit of 1-hour excluding travel time. Consultant participation in the meeting will include the project manager, bridge lead/deputy project manager, roadway lead, environmental permit specialist, hydraulic/stormwater lead, and constructability reviewer. Meetings will be virtual.

The Weyerhaeuser property detour will be driven during the site visit (if Permit of Entries can be obtained in time.)

### **Task 2.3 Traffic Impacts and Construction Approach Working Sessions (RESERVED)**

### **Task 2.4 Project Development Meetings**

Following the receipt of County review comments of the milestone design submittals, Consultant shall meet virtually with the County to discuss and resolve comments. Two (2) meetings are assumed following the 60% Preliminary and 90% Advance milestones. Meetings will be an hour and a half (1.5 hours) long. Consultant's participation in the meeting will include the project manager, bridge lead/deputy project manager, roadway lead, and constructability reviewer. Discussion will be documented in the comment log.

## **Task 2 Consultant Deliverables**

- Kick-off Meeting Agenda, Kick-off Meeting Summary Notes

## **TASK 3 SURVEYING AND MAPPING**

In 2020, field surveying and preparation of a basemap was completed. The completed basemap includes a length of topo area that is approximately 350-feet long, about 175-feet from each side of the crossing, and extends to the west ROW, but stops short of the east ROW by approximately 10- 20 feet. The basemap includes mapping of the Clatskanie River for an approximate 300-foot length and includes the west bank.

The little Clatskanie River is mapped for a length of approximately 200-feet. The mapping of the roadway surface extends further than the rest of the base map, approximately 300-feet in each direction from the crossing.

Surveying and mapping is assumed consist of one (1) day of field work and associated office work to update the existing site conditions from the 2020 design in order to continue a design.

**Task 3.1 Survey Research (RESERVED)**

The 2020 vesting deeds and property ownership documents will suffice.

The 2020 County Records research will suffice.

The 2020 control will suffice.

The 2020 utility records will suffice.

**Task 3.2 Survey Control (RESERVED)**

The 2020 Control will suffice.

The 2020 Vertical control will suffice.

**Task 3.3 Monument Recovery (RESERVED)**

The 2020 survey and documentation will suffice.

**Task 3.4 Topographic Data**

Surveying and mapping is assumed consist of two (2) days of field work and associated office work to update the existing site conditions from the 2020 design to continue a design.

Consultant shall collect additional existing topographic data of manmade and natural features using a variety of methods to update the existing base map. These methods include but are not limited to: Collecting the data using terrestrial (Theodolite and EDM), GPS (“RTK”), High Definition Scanning (“HDS”), and aerial photography.

Consultant shall collect wetland and OHW boundaries marked or flagged in the field. Identification of these boundaries will occur prior to or the same day of survey field work.

**Topographic Data Collection**

Consultant shall collect additional topographic features, manmade or natural, which must be tied within the limits of the Project described above and which must have three-dimensional (“3d”) coordinates associated with each feature. Consultant shall collect these tied features using accepted collection methods.

**Basemap**

Consultant shall take applicable topographic data collected in tasks above and update the basemap file. Basemap must have all features drafted to County standards.

### **Digital Terrain Model (“DTM”)**

Consultant shall update a 3d Digital Terrain Model surface using all of the topographical data collected within the areas described above.

Consultant shall collect the topographical data to create points and break lines in adequate quantity and in proper placement, to accurately represent the surface of the ground. Consultant shall create a DTM that meets County’s criteria for surface triangulation. Consultant shall collect confidence points in the field and generate a confidence point report. Consultant shall generate one (1) foot minor contours and five (5) foot major contours throughout the DTM. DTM shots must not exceed a fifty (50) foot spacing to show the terrain. Consultant shall gather topographic data for this Project through techniques consistent with the construction of a DTM. Consultant shall use a combination of survey data at break lines, features, and spot locations to develop the DTM that will be for design. Consultant shall not use utility ties as part of the modeling.

### **Task 3.4 Consultant Deliverables**

- Additional field notes taken in the field.
- ASCII file containing the following information in this order: Point number, Northing, Easting, Elevation, alpha feature code.
- Updated DTM containing all the tied topographic features.
- Updated basemap containing all the tied utility features.

### **Task 3.5 Utilities Features (RESERVED)**

The 2020 utility locates will suffice.

## **TASK 4 ENVIRONMENTAL COMPLIANCE/PERMITTING**

Consultant shall complete the appropriate environmental compliance documentation based on the 60% progress plans. Consultant shall coordinate with County and regulatory staff as needed to facilitate permitting needs and environmental compliance certification. This Project falls under the Class II Categorical Exclusion. The specific components of this task are described below.

### **Task 4.1 Wetland/Waters Delineation Report**

Consultant’s wetland biologist shall review the Project area to identify potential jurisdictional wetland areas and waters as defined by the 1987 U.S. Army Corps of Engineers (“USACE”) Wetlands Delineation Manual (the “Manual”) and the 2010 Regional Supplement to that document (“Supplement”). Published information including county soil surveys, national and local wetlands inventories, and any available site-specific documents must be reviewed for relevant information. Consultant shall perform a site investigation to check for field indicators of wetland vegetation, soils, hydrology, and regulatory criteria for roadside ditches. Consultant shall collect sample plot data to document any wetland boundaries and shall prepare data forms if wetlands are identified. Consultant shall delineate and flag the OHWM of Waters of the State and U.S., including ditches, streams and wetlands found within the study areas as part of this task. Consultant shall recover the locations of flags under Task 3.4 and display the OHWM and wetlands on the Project plans. Consultant shall identify wetland and OHW boundaries prior to or during the day of survey data collection.

If wetlands are identified, Consultant shall prepare a draft and final Wetland Delineation Report in accordance with Oregon Administrative Rules Chapter 141 Division 090 and shall submit it to DSL for review and concurrence. Consultant shall provide the draft Wetland Delineation Report to the County for review prior to submittal to DSL. Consultant shall resolve DSL and County comments and incorporate

necessary revisions into the final report. A site visit with DSL is not anticipated and is excluded from this task.

If wetlands are not identified or will not be impacted, a brief delineation report will be prepared but will not be submitted to DSL for concurrence. County shall pay wetland delineation report fee to DSL.

#### **Task 4.1 Consultant Deliverables**

- Draft Wetland Delineation Report
- Final Wetland Delineation Report

#### **Task 4.2 Fish Passage Plan**

Consultant shall prepare draft and final Fish Passage Plan for Oregon Department of Fish and Wildlife (“ODFW”) approval. The Fish Passage Plan must document Project compliance with Oregon’s fish passage law (OAR 635-412-0035). Consultant shall prepare the Fish Passage Plan using the ODFW Stream Crossing form for submittal to ODFW. Consultant shall provide hydraulic or streambed simulation information as necessary to demonstrate compliance with the fish passage law. Consultant shall incorporate applicable fish passage design criteria into the Advance and Final PS&E. These plan sheets will be submitted with the Fish Passage Plan application.

#### **Task 4.2 Consultant Deliverables**

- Draft Fish Passage Form
- Final Fish Passage Form

#### **Task C4.3 Joint Permit Application (USACE / DEQ / DSL) (CONTINGENCY)**

This task identifies specific deliverables that County, at its discretion, may elect to authorize Consultant to produce. Consultant shall only complete this task and the identified deliverables pursuant to written (email acceptable) NTP issued to Consultant by CPM. A separate NTP is required to authorize this task.

Consultant shall prepare a draft Joint Permit Application (“JPA”) following confirmation of the preferred design configuration by the County. If determined to be necessary, Consultant shall coordinate an on-site meeting with USACE, NMFS, DEQ, DSL, and ODFW. During the on-site meeting, Consultant shall facilitate resolution of County and regulatory agency concerns and identify the special conditions, conservation and avoidance measures, compensatory mitigation plans, and permitting requirements that will need to be implemented into the JPA for expedited approval.

Consultant shall prepare the final JPA for a USACE Section 404 Nationwide Permit (“NWP”), DEQ Section 401 Water Quality Certification, and a DSL State General Permit (“GP”) to authorize work within the jurisdictional waters, including wetlands (if required). Consultant shall check that features and impacts are correctly identified for the permit application. Consultant shall prepare all necessary Project narratives, alternatives analysis, drawings, maps, and photographic documentation required for inclusion in the JPA.

The JPA will document compliance with the Standard Local Operating Procedures for Endangered Species (SLOPES) Biological Opinion (“BO”). This shall include incorporation and review of proposed design with SLOPES design criteria, including stormwater management and treatment, bridge removal, bridge and stream channel design, and construction means and methods.

It is assumed that the project will meet design criteria in OAR 141-093-0141(4) and will therefore be exempt from requiring compensatory wetland and non-wetland mitigation. Therefore, the project will use the Best Professional Judgement method to assess wetland and non-wetland functions and values.

Consultant shall submit the Stormwater Management Plan (SWMP) completed under Task 8.2 with the JPA. If requested for a complete application, Consultant shall provide cultural resources information to USACE.

Consultant shall submit the draft JPA for the County review and signature prior to submittal to regulatory agencies. Consultant shall respond to questions or comments raised by USACE, DSL, and DEQ during review of the permit application. Consultant shall develop appropriate responses to questions regarding the information submitted to the agencies. Consultant shall correspond and clarify the JPA in the form of telephone calls and e-mails, as needed, to facilitate the issuance of the USACE, DEQ and DSL permits for this Project.

County will obtain the County Planning Department affidavit information and signatures as required in the JPA.

Only one (1) on-site meeting with the agencies will be required during the JPA preparation and submittal process. All subsequent coordination with resource County staff will occur by telephone, letters, or e-mail. County shall pay Removal-Fill application review fee to DSL, and 401 WQC review fee to DEQ.

#### **Task C4.3 Consultant Deliverables**

- Draft Joint Permit Application
- Final Joint Permit Application

#### **Task 4.4 Cultural Resources Survey**

The Consultant will conduct a cultural resources survey of the Area of Potential Effect (“APE”) to meet federal cultural resource compliance requirements under Section 106 of the National Historic Preservation Act for review by the U.S. Army Corps of Engineers (USACE) in anticipation of a Joint Permit Application. The cultural resources study will be directed by Consultant staff meeting the Professional Qualifications Standards of the Secretary of the Interior’s Standards and Guidelines for Archaeology and Historic Preservation.

The area that may be directly impacted will be included in the historic and archaeological study area. The study area will include the existing eighty (80) foot wide right-of-way, extending approximately one-hundred-fifty (150) feet in each direction from the crossing for a total length of three-hundred (300) feet. This area will be the Project’s Area of Potential Effect (“APE”).

#### **Task 4.4.1 Archaeological Resources**

The archaeological investigation will include:

- A background records search, including a standard review of records and literature for the project APE and vicinity.
- A field survey consisting of an intensive pedestrian survey and identification of archaeological resources on the surface and high probability areas that may be recommended for shovel testing.
- A cultural resource survey report presenting the results of the records search and the field survey (Task 4.8.4).

Consultant shall conduct record searches and literature review for the APE and a one (1) mile radius. The Consultant shall examine the following databases and documents:

- the SHPO database in Salem, OR;
- General Land Office maps;
- historic topographic maps;
- Sanborn Fire Insurance Maps; and
- other published or non-published records and records archives for known pre-contact and historic-period archaeological resources within a one (1) mile radius of APE.

Consultant shall conduct a pedestrian field survey within the APE spaced approximately ten (10) meters apart. Archaeological resources found will be identified and recorded. It is assumed up to one archaeological resource will be identified and documented in the APE during the survey. The methodology and results of the survey will be summarized in the Cultural Resources Report (Task 4.8.4).

#### **Task C.4.4.2 Shovel Testing (CONTINGENCY)**

Shovel testing may be recommended in high probability areas or to delineate archaeological resources identified during the pedestrian survey. Up to 8 shovel tests are anticipated to be excavated for the project. Shovel tests will measure 30 centimeters (12 inches) in diameter and be excavated to an estimated depth of 50 centimeters (20 inches), unless obstructed. The shovel tests may be extended with a hand-operated bucket auger to a depth of at least 100 centimeters (40 inches) to test for deeply buried archaeological deposits in areas where construction impacts will be deeper. Excavated sediment will be screened through nested 6.4- and 3.2-millimeter (1/4- and 1/8-inch) mesh hardware. If artifacts are encountered, they will be bagged, labeled, and collected, per permit requirements. Shovel tests will be backfilled upon completion. The shovel testing results will be incorporated into a single Cultural Resources report with the pedestrian survey results (Task 4.8.4).

An archaeological permit will be needed from SHPO to conduct shovel testing on non-federal public lands and to delineate archaeological resources. If artifacts are encountered during shovel testing under an archaeological permit, the artifacts must be collected, analyzed and curated along with field records, photographs, analysis data and the report at the University of Oregon Museum of Natural and Cultural History (MNCH). The curation fee is \$700 per cubic foot. It is anticipated up to 10 artifacts may be collected for the project. The County and DEA shall continue working with AINW until the requirements of the SHPO permit(s) are met. The County and DEA shall be fully responsible to pay for costs to complete requirements and obligations taken by AINW on behalf of the County to meet requirements of the SHPO permit.

#### **Task C.4.4.3 Historic Resources (CONTINGENCY)**

Task C4.4.3 Historical Resources will be needed, if the US Army Corps requests documentation of the culverts/crossing, or if information arises during background research or work on Task 4.4.1 Archaeological Resources that indicates the existing culverts are historic or another historic resource is within the APE.

A field survey of the project area will be conducted to identify historic built environment resources within the APE or on parcels crossed by the APE that are 45 years old or older.

Historic resources will be documented on Section 106 Documentation Forms. Each form will include a physical description, historic context, evaluation of NRHP eligibility, and an assessment of project effects.

The methodology and results of the historic resources survey will be summarized in the Cultural Resources Report (Task 4.8.4). The Section 106 Documentation Forms will be appended to the report for the review and concurrence of USACE and SHPO. It is assumed up to one historic resource will be documented. The historic resource is assumed to be not eligible for listing in the NRHP.

#### **Task 4.4.4 Cultural Resource Survey Report**

The archaeological and historic resource survey results will be reported in a single combined cultural resources survey report. Consultant shall provide a draft (in WORD format) and final Cultural Resources Survey Report. Consultant shall submit draft to the County for review. Consultant shall address the County comments in the final submittal to the County. The report will include:

- A purpose statement and full Project description including:
  - Location and legal description.
  - General environmental description.
  - Historic context.
  - Proposed construction activities.
  - Defined APE and APE map.
  - Total acreage of impact.
  - Anticipated direct, indirect and cumulative impacts.
  
- Results of SHPO database searches including:
  - Brief summary of previous archaeological research completed within one (1) mile of APE.
  - Brief summary of recorded archaeological features within one (1) mile of APE.
  - Results of GLO and Sanborn map review including:
    - Brief summary of features (trails, buildings, etc.) depicted on maps and within APE.
  - Discussion of ethno-historic information and historic context of APE and surrounding environment.
  
- Results of cultural resource survey including:
  - Description of pedestrian survey methods including date(s) of survey, types of transects used, and names and duties of personnel conducting the survey.
  - Results of pedestrian survey including ground conditions (percent visibility) and difficulties encountered, if any; descriptions of any archaeological artifacts encountered and other pertinent information.
  - Description of shovel testing methods and results of shovel testing, if conducted.
  - Description of historic resources inventory methods, including date(s) of survey and names and duties of personnel conducting the survey, if conducted.
  - A summary with recommendations.
  - List of references cited.
  - Location map at 1:24,000 scale; aerial image showing APE; and representative digital images of current conditions within APE.
  - SHPO site form or isolate form for up to one newly discovered archaeological site or isolate.

- Section 106 Documentation Form for up to one historic resource, under Contingency Task C.4.8.3.

Assumptions:

- Up to one archaeological resource will be identified and documented for the project. Up to one Oregon Archaeological Site Form will be prepared and appended to the technical report.
- Up to one SHPO Archaeological Excavation Permit application will be prepared for the project, under Contingency Task C.4.8.2.
- Up to 8 shovel tests will be excavated for the project, under Contingency Task C.4.8.2.
- Up to 1 historic resource will be documented, under Contingency Task C.4.8.3.
- The archaeological and historic resource survey results will be reported in a single combined cultural resources survey report.
- No adverse effects on historic properties will be identified.
- Archaeological monitoring of design explorations such as wetland delineation and geotechnical borings is not included in this scope of work.
- Testing and evaluation excavation to evaluate an archaeological resource to be eligible for listing in the NRHP is not included in this scope of work.
- The cultural resource survey will be completed for USACE review.
- Tribal consultation will be conducted by the USACE.

**Task 4.4 Consultant Deliverables**

- Draft Cultural Resources Survey Report
- Final Cultural Resources Survey Report

**TASK 6 RIGHT-OF-WAY (RESERVED)**

**Task 6.1 Programming Cost Estimate (RESERVED)**

**Task 6.2 General Information Notices (RESERVED)**

**Task 6.3 Title Reports and Document Requests (RESERVED)**

**Task 6.4 Appraisals and Appraisal Reviews Coordination (RESERVED)**

**Task 6.5 Negotiation and Final Offer (RESERVED)**

**Task 6.6 Right-of-Way Engineering (Mapping & Descriptions) (RESERVED)**

**Task 6.7 Right-of-Way Staking (RESERVED)**

**TASK 7 GEOTECHNICAL INVESTIGATIONS/ANALYSIS/DESIGN**

Consultant geotechnical services at bridge site shall be completed in accordance with the most recent versions of the ODOT Geotechnical Design Manual and the ODOT Pavement Design Manual (approach pavements). Two (2) borings, one near each proposed bridge abutment, are planned. No approach roadway retaining walls or explorations are planned.

Consultant shall perform geotechnical field explorations, field and laboratory testing and engineering analysis, and provide recommendations for bridge foundations, approach embankments, and approach pavement design. The findings will be summarized in a Geotechnical Report and Foundation Data Sheet.

### **Task 7.1 Site Reconnaissance and Field Explorations**

Consultant shall conduct a geologic reconnaissance to identify the geologic conditions, any geologic hazards present and their impacts to the proposed Project elements. Consultant shall locate proposed boring locations in the field during the reconnaissance.

The site reconnaissance must include the following work:

- Observe surface conditions indicative of subsurface conditions as well as past or ongoing geologic processes (e.g., areas of seeps or springs, erosion, unstable slopes, shallow groundwater, roadway settlement, offsets and depressions, existing earthwork performance, and exposed soil and bedrock units).
- Identify site constraints and staging concerns (for exploration and construction).
- Identify potential exploration locations.

The site reconnaissance must facilitate an understanding of the site constraints for field explorations. Consultant shall stake or paint proposed boring locations on the ground.

### **Field Exploration Work Plan**

Consultant shall prepare a Field Exploration Work Plan showing the proposed drilling locations, outlining the drilling and sampling procedures and the traffic control plan prior to beginning the work. No fieldwork is to be performed, other than the site reconnaissance, before the Field Exploration Work Plan is reviewed and approved by County. The Field Exploration Work Plan must describe the borehole locations and geotechnical activities to be conducted, including site access, subsurface exploration means and methods, site restoration, traffic control, and health and safety of workers on site.

Consultant shall develop a Field Safety Plan (FSP) for fieldwork and a Traffic Control Plan (TCP) for submittal to County prior to the start of investigation work. The TCP must address a minor road encroachment as well as a single lane closure for activities associated with drilling exploratory borings from the roadway surface and pavement restoration. County will provide traffic control as necessary for explorations within the existing County right-of-way. Single lane closures are required for all borings. Traffic control will be required for up to two (2) days.

### **Field Exploration**

Consultant shall perform geotechnical field explorations to determine subsurface conditions and develop foundation recommendations for the replacement bridge. The explorations for bridge site must include:

- Two (2) borings drilled at the proposed two bridge abutments. These borings will be used to characterize subsurface soil and bedrock conditions for the bridge foundations, abutment walls and approach embankments.

Disturbed soil samples must be collected in the borings at 2.5 to 5-foot increments using a split-spoon sampler in conjunction with Standard Penetration Testing. Recovery of up to four (4), relatively undisturbed Shelby tube samples may also be attempted if fine-grained soil is encountered. Rock coring must be accomplished using HQ-sized equipment. All field work must be observed and recorded by qualified geotechnical staff. Upon completion of drilling, the boreholes must be abandoned and backfilled according to Oregon Water Resources Department regulations.

Field exploration must include a surface reconnaissance of the stream bed to observe the presence of any rock outcrops. Borings must be advanced using mud-rotary drilling or hollow stem auger drilling and HQ wire-line coring techniques. Consultant shall provide a support truck with a poly tank to provide water for drilling and coring. Drill cuttings must be drummed and removed from the site.

Assumptions:

- All borings will be drilled during daylight hours and will be located within the existing roadway and the public R/W. A single lane closure and traffic control will be required for the drill rig.
- Site will be explored utilizing a truck drilling rig.
- Any required permit fees will be waived.
- Any right-of-entry permits will be provided by the County.
- No soil or groundwater contamination is present on or near the Bridge site.

A summary of the planned borings is provided in the following table.

STRUCTURE	EXPLORATION	ESTIMATED BORING DEPTH
Apiary Road Bridge, MP 8.4	2 Borings	Two to 50 feet with up to 20 feet of rock core each

Field exploration results shall be submitted under Task 7.5.

**Task 7.1 Consultant Deliverables**

- Draft Field Explorations Plan
- Final Field Explorations Plan

**Task 7.2 Laboratory Testing**

Consultant shall perform laboratory tests on soil samples and rock core obtained from the explorations to characterize the soils and rock to develop parameters for the design of Bridge foundations. The laboratory testing program shall be performed in accordance with standard ASTM and Agency practices to include the following:

- Moisture content (up to 10);
- Atterberg limits (up to 2);
- Bulk Density (up to 2);
- Gradation (up to 2 minus No. 200 sieve wash);
- Field vane shear strength test (up to 2);
- Unconfined compression tests on rock core samples (up to 4), if suitable rock core specimens are obtained.

Up to three (3) pH tests shall be completed on selected soil samples and two (2) resistivity tests for the evaluation of corrosion potential. Test results must be submitted under Task 7.5.

**Task 7.3 Geotechnical Analysis and Design**

Consultant shall complete a geotechnical study and provide design parameters and construction recommendations for the Project. The engineering evaluation and analyses must be performed in accordance with the most recent ODOT Geotechnical Design Manual and the most current AASHTO LRFD Bridge Design Specifications. Consultant shall:

- Provide recommendations for earthwork including site preparation, excavation, cut and fill slopes, structural fill material, fill placement and compaction, and wet weather construction.
- Perform a site-specific seismic hazard evaluation including the peak horizontal acceleration on rock for 475-year and 975-year return period ground motions, applicable Seismic Performance Category, and hazard at the bridge and retaining wall due to potential liquefaction and lateral spreading.
- Provide recommendations for the new Bridge foundations including:
  - Evaluating spread footing, driven piles, and drilled shaft foundation options.
  - Providing design recommendations for the selected foundation option including: strength limit and service limit state axial resistance of deep foundations, soil lateral resistance parameters for deep foundations, strength limit and service limit state nominal bearing resistance and sliding coefficients for shallow foundations and resistance factors for all proposed foundation types.
  - Evaluating constructability of the bridge foundations.
- Provide recommendations for abutment walls and embankments including:
  - Lateral earth pressures for abutment walls, wing walls, or sheet pile cut-off walls as needed.
  - Appropriate cut and fill slopes, global stability, and estimated settlement for embankments.
  - Geotechnical related construction considerations for shoring and staging.

Geotechnical evaluation and design recommendations must be submitted under Task 7.5.

#### **Task 7.4 Pavement Design (RESERVED)**

The new pavement section will consist of matching the existing pavement section to a maximum asphalt thickness of 12-inches.

#### **Task 7.5 Geotechnical and Pavement Design Report and Foundation Data Sheets**

Consultant shall prepare a draft and final Geotechnical Report for the bridge site according to the ODOT Geotechnical Design Manual. A discussion of the alternative foundation systems considered must be included to provide the reasoning behind the preferred foundation type. The reports must:

- Summarize design and construction recommendations.
- Summarize field and laboratory test results.
- Summarize the results of the geotechnical engineering evaluation and design.
- Identify general specification criteria for the construction document and provide recommendations for special provisions (if required).
- Provide design and construction recommendations for the preferred bridge foundation system, embankments, and cut or fill slopes, including for two (2) pile sizes if deep foundations are used.

The draft Geotechnical Report must be included as an appendix to the TS&L Report (Task 10.5).

Consultant shall incorporate County review comments into the final Geotechnical Report. Consultant shall submit the final report with Advance (90%) PS&E (Task 12).

Consultant shall provide .dxf files to DEA to prepare a Foundation Data Sheet (“FDS”) based on the base map developed for the project site. The FDS must be finalized following review by the County and design team. Consultant shall also review and seal the final FDS. The FDS must be submitted under Tasks 11 and 12.

### **Task 7.5 Consultant Deliverables**

- Draft Geotechnical Report
- Final Geotechnical Report

## **TASK 8 BRIDGE HYDRAULICS, STORMWATER/SURFACE WATER PLAN AND REPORT**

### **Task 8.1 Bridge Hydraulic Study**

Consultant shall update the hydraulic analysis, update bridge backwater and scour depths, update abutment scour protection, and prepare an updated hydraulic report to meet the needs and requirements of the Project.

#### **Data Review**

Consultant shall review available information from County personnel data files prior to conducting hydraulics work.

#### **Hydraulic Analyses**

Consultant shall update the previously prepared hydraulic models, using the Hydrologic Engineering Center – River Analysis System (HEC-RAS) computer model and the survey data, for existing and proposed bridges. Consultant's work shall include:

- If needed, update the modeling the “natural conditions” with no bridge or roadway, modeling the existing bridge condition, and modeling the proposed bridge condition.
- Calculating backwater against “natural conditions” for the existing and proposed bridges for the 2-year through 500-year flood required by the bridge design.
- Determine the roadway overtopping flood and frequency at sites where the water overtops the roadway/bridge before the 500-year flood peak.

#### **Bridge Scour Analysis**

Consultant shall update calculated bridge scour using procedures described in ODOT’s Scour Guidelines and HEC-18 and compare any historical surveys to determine changes in the channel geometry.

#### **Revetment Design**

Consultant shall update the design of the revetment using methods described in HEC-11, HEC-18, HEC-23 and ODOT’s Scour Guidelines.

#### **Reports**

Consultant shall prepare an updated draft Hydraulic Report, in accordance with guidelines described in 2014 ODOT Hydraulics Manual. The draft report will contain one alternative for the bridge type and location.

#### **Support for Permits**

Consultant shall provide support and documentation necessary to obtain local floodplain permits and the DSL permit. Consultant shall respond to comments received relative to the hydraulic design during the permit process. Consultant shall provide a “no-rise” certification.

### **Task 8.1 Consultant Deliverables**

- Draft updated Bridge Hydraulic Report

### **Task 8.2 Final Hydraulic Report**

Consultant shall prepare a final Hydraulic Report, in accordance with guidelines described in 2014 ODOT Hydraulics Manual. The report will contain one alternative for the bridge type and location.

### **Task 8.2 Consultant Deliverables**

- Final Bridge Hydraulic Report

### **Task 8.3 Stormwater Management Report**

The expected stormwater management plan will consist of the roadway having sheet flow off the road edge and be managed through natural dispersion. The exception is the bridge and north of the bridge near the project limits. A roadway ditch could be converted to a swale.

Consultant shall perform a surface water hydraulic analysis and develop stormwater treatment plans in order to comply with County's stormwater standards. Compliance with SLOPES design standards and DEQ water quality certification requirements are required because the Project will trigger stormwater treatment and flow control design criteria. Consultant shall develop a draft and final Stormwater Quality Management Report in accordance with County guidelines. Consultant shall submit draft to the County for review. Consultant shall address County comments in the final submittal to the County.

### **Surface Water Hydraulic Analysis and Stormwater Management Report**

Consultant shall perform a field investigation to document existing drainage patterns and to attempt to locate historic drainage problems. Consultant shall compile complaint logs, maintenance logs, and available as-built plans and record drawings. County will supply Consultant with as-built plans of existing drainage systems, if available. Consultant shall investigate options for providing water quality and quantity control, as required, for roadway runoff based on environmental compliance agreements. Consultant shall pay particular attention to providing water quality and quantity control prior to the runoff entering the receiving waters. The hydrologic analysis must focus on the specific areas of improvement and must not include basin-wide master planning or analysis. Stormwater quality and quantity control facilities needed to meet County, State and Federal standards and will be accommodated within the proposed R/W. Consultant shall document the hydraulic and hydrologic investigation, analysis and design in a draft Stormwater Management Report.

Drainage analysis and design must comply with federal and state environmental requirements.

Consultant shall develop advance and final Stormwater Drainage and Treatment designs illustrating and describing the required elements of the stormwater collection and treatment plan to be incorporated into the roadway sheet set for submittal with Tasks 11 and 12. Consultant shall prepare an Operations and Maintenance Manual to serve the new bridge and stormwater facility, to meet NOAA Fisheries guidelines unless otherwise recommended by the Project biologist.

### **Task 8.3 Consultant Deliverables**

- Draft Stormwater Management Plan and Report
- Draft Operations and Maintenance Manual

### **Task 8.4 Final Stormwater Management Report**

Consultant shall prepare a final Stormwater Management Report and Final Operations and Maintenance Manual.

### **Task 8.4 Consultant Deliverables**

- Final Stormwater Management Plan and Report
- Final Operations and Maintenance Manual

## **TASK 9 (RESERVED)**

## **TASK 10 PRELIMINARY PS&E (60%) DESIGN (RESERVED)**

### **TASK 11 ADVANCE (90%) PLANS, SPECIFICATIONS AND ESTIMATE (“PS&E”)**

Consultant shall evaluate the preferred bridge alternative. Consultant shall discuss bridge alternatives with the County prior to submittal of 90% deliverables. Consultant shall develop advantages, disadvantages, for two (2) alternatives considered and shall make a recommendation for the preferred alternative in consultation with County.

Consultant shall advance the concept and preliminary plans to the Advance (90% complete) PS&E stage. Consultant shall perform a design check on the bridge design and a full QC check of all design elements, specifications, quantities and cost estimate.

#### **Task 11.1 Advance (90%) Roadway, Signing and Striping, and Stormwater PS&E**

Consultant shall develop Advance roadway, signing and striping, and stormwater design plans. Consultant shall develop the advanced stormwater design to the level to identify the type, size, and location of the stormwater facility to verify the project R/W needs. The linework for the stormwater facilities will be shown in the roadway plan and profile sheets. Consultant shall produce quantity calculations for use in an engineer’s construction cost estimate.

Consultant shall:

- Prepare a plan and profile sheet including construction notes with quantities.
- Define and show limits of the Project, catch points, and construction limits.
- Develop final alignment plans (included with plan and profile sheet)
- Develop R/W requirements, and easement requirements for permanent and temporary easements.
- Prepare Project title sheet and index of sheets.
- Prepare typical section and details sheets.
- Prepare Signing & Striping plans.
- Prepare track changes edits to the Special Provisions to the Standard Specifications. Calculate quantities for roadway work items and prepare an engineer’s estimate of roadway construction costs.

The level of effort is assumed to be up to seven (7) sheets:

- 1) Title sheet
- 2) Index sheet
- 3) Typical section sheet
- 4) Detail sheet
- 5) General Construction Plan and Profile sheet 1 of 2
- 6) General Construction Plan and Profile sheet 2 of 2
- 7) Signing & striping sheet

Preparation of a preliminary cost estimate for bid items must be included as part of this activity. It is assumed no design exceptions will be required.

#### **Task 11.2 Advance (90%) Traffic Control PS&E**

Consultant shall develop Advance traffic control plan for a full road closure and off site detour. The level of effort is assumed to be two (2) total traffic control plan sheet. Consultant shall produce quantity

calculations for use in an engineer's construction cost estimate. Consultant shall prepare track changes edits to the Special Provisions to the Standard Specifications.

**Task 11.3 Advance (90%) Erosion Control and Site Restoration PS&E**

Consultant shall provide labor, equipment, and materials as needed to prepare Advance erosion and sediment control plans and site restoration plans addressing County comments. Plans must include construction notes and details regarding the placement of items such as sediment barriers, drainage inlet protection, silt fences, planting, and seeding. The level of effort is assumed to be up to three (3) total plan sheets.

Consultant shall provide the construction cost estimate for the sediment and erosion control plan and site restoration bid items as part of this activity. The cost estimate spreadsheet must include a summary of quantities, units of measurement and unit prices used to arrive at the cost estimate. Consultant shall prepare track changes edits to the Special Provisions to the Standard Specifications.

**Task 11.4 Advance (90%) Temporary Water Management PS&E**

Consultant shall develop Advance work isolation plan. The level of effort is assumed to be two (2) total plan sheets. The cost estimate spreadsheet must include a summary of quantities, units of measurement and unit prices used to arrive at the cost estimate. Consultant shall prepare track changes edits to the Special Provisions to the Standard Specifications.

**Task 11.5 Advance (90%) Bridge PS&E**

Consultant shall perform tasks involved in analyzing, designing, detailing and producing the plans for the bridge and retaining walls structures. Consultant shall develop structure designs and drawings addressing County comments. The level of effort is assumed to be eight (8) plan sheets:

- 1) Plan & Elevation
- 2) General Notes
- 3) Foundation Data Sheet
- 4) Foundation Plan and Details
- 5) Typical Section
- 6) Beam Schedule and Details
- 7) End Bents Plan and Elevation and Details
- 8) Wingwall details

Consultant shall provide structural analysis information and calculations for the bridge.

Consultant shall complete life safety, serviceability, and consistency calculation check of the structural design and an independent quantity calculations check and incorporate check resolutions into the 90% PS&E design.

Consultant shall calculate structure quantities and develop an Engineer's Bridge Construction Cost Estimate.

Consultant shall prepare track changes edits to the Special Provisions to the Standard Specifications.

**Task 11.6 Advance (90%) Constructability Review and Construction Schedule**

Prior to submittal to the County, Consultant shall perform a constructability review of the plans. Consultant shall develop a construction schedule for submittal.

**Task 11.7 Advance (90%) Waterway Enhancements PS&E**

Consultant shall develop Advance work waterway enhancement plan. The level of effort is assumed to be two (2) total plan sheets. The cost estimate spreadsheet must include a summary of quantities, units of measurement and unit prices used to arrive at the cost estimate. Consultant shall prepare track changes edits to the Special Provisions to the Standard Specifications.

**Task 11.8 Design Criteria Memorandum**

Consultant shall prepare a memorandum containing a bulleted list of project design standards, constraints, and design criteria that will be the bases of the project design. The memorandum will cover all major design disciplines on the project. The memorandum will be prepared shortly after NTP and will be a living documented shared with the County and updated throughout the Advance 90% design work.

**Task 11 Consultant Deliverables**

- Design Criteria Memorandum
- Advance 90% Plans
- Advance 90% Estimate
- Advance 90% Special Provisions
- Advance 90% Construction Schedule

**TASK 12 FINAL (100%) PS&E****Task 12.1 Final (100%) Roadway, Signing & Striping, and Stormwater PS&E**

Consultant shall develop the roadway, signing & striping, and stormwater design and drawings to final completion addressing County comments from the Advance PS&E reviews. Consultant shall update the bid tab list of construction items anticipated for the Project. Consultant shall prepare final Special Provisions to the Standard Specifications.

**Task 12.2 Final (100%) Traffic Control PS&E**

Consultant shall develop detour plans addressing County comments from the Advance PS&E reviews and update the engineer's construction cost estimate. Consultant shall update the bid tab list of construction items anticipated for the Project. Consultant shall prepare final Special Provisions to the Standard Specifications.

**Task 12.3 Final (100%) Erosion Control and Site Restoration PS&E**

Consultant shall develop site restoration plans addressing County comments from the Advance PS&E reviews and update the engineer's construction cost estimate. Consultant shall update the bid tab list of construction items anticipated for the Project. Consultant shall prepare final Special Provisions to the Standard Specifications.

**Task 12.4 Final (100%) Temporary Water Management PS&E**

Consultant shall develop Final work isolation plans addressing County comments from the Advance PS&E reviews and update the engineer's construction cost estimate. Consultant shall update the bid tab list of construction items anticipated for the Project.

### **Task 12.5 Final (100%) Bridge PS&E**

Consultant shall develop the final bridge drawings to completion, addressing County comments from the Advance PS&E reviews. Consultant shall update the bid tab list of construction items anticipated for the Project. Consultant shall prepare the final Special Provisions to the Standard Specifications.

### **Task 12.6 Final (100%) Constructability Review and Construction Schedule**

Prior to submittal to the County, Consultant shall perform a constructability review of the plans. Consultant shall update the construction schedule for submittal.

### **Task 12.7 Final (100%) Waterway Enhancements PS&E**

Consultant shall develop Final work waterway enhancement plans addressing County comments from the Advance PS&E reviews and update the engineer's construction cost estimate. Consultant shall update the bid tab list of construction items anticipated for the Project.

### **Task 12 Consultant Deliverables**

- Signed Final 100% Plans - PDF
- Final 100% Estimate
- Final Signed 100% Special Provisions
- Final 100% Construction Schedule

## **TASK 13 UTILITY COORDINATION**

### **Task 13.1 Utility Coordination**

Consultant shall initiate contacts with utilities and coordinate relocation plans needed for construction of the Project. If any utility is nonresponsive or uncooperative, Consultant shall notify County, and County will communicate with the utility to affect a solution.

Consultant shall:

- Determine possible construction conflicts with known utilities.
- Prepare and send preliminary Project plans and a "Utility Conflict Letter and List" to each affected utility.
- Coordinate and conduct 1 on-site group utility meeting, to coordinate relocation plan, construction constraints, means and methods, work sequence and schedule limitations.
- Prepare Utility Coordination Narrative describing the steps needed to complete the utility coordination before project bid.

Assumptions:

- Review and approval of utility relocation plans will be completed during a later phase.
- Utility Timing and Requirements Letters and Utility Certification Report will be completed during a later phase.

Note: This SOW is not intended to modify the statutory duties associated with underground utilities and construction Projects. Development of extensive electronic mapping or potholing of existing utilities is not included in this SOW. Design of environmental compliance for relocation of utilities is not included in this SOW.

### **Task 13.1 Consultant Deliverables**

- Utility conflict letter and list
- Utility Coordination Narrative

## DELIVERABLES TABLE

The due dates listed in the following table are approximate and are based on good faith effort to deliver the scope of the Project within 20 weeks of NTP. Due dates may change due to feedback from the client, team availability, or other constraints.

Task	Deliverable	Due Date
<b>Task 1 – Project Management</b>		
1.1 Project Management	<ul style="list-style-type: none"> <li>• Invoices</li> </ul>	<ul style="list-style-type: none"> <li>• Monthly</li> </ul>
1.1 Project Management	<ul style="list-style-type: none"> <li>• Project Activity Schedule</li> </ul>	<ul style="list-style-type: none"> <li>• Within 2 weeks of NTP and,</li> <li>• At 90% Design Milestone</li> </ul>
<b>Task 2 - Coordination</b>		
2.2 Kick-Off Meeting	<ul style="list-style-type: none"> <li>• Meeting Agenda</li> </ul>	<ul style="list-style-type: none"> <li>• 2 Days prior to meeting</li> </ul>
2.2 Kick-Off Meeting	<ul style="list-style-type: none"> <li>• Meeting Summary Notes</li> </ul>	<ul style="list-style-type: none"> <li>• Within 1 week of meeting</li> </ul>
<b>Task 3 – Surveying and Mapping</b>		
3.4 Topographic Data	<ul style="list-style-type: none"> <li>• Additional field notes take in field</li> <li>• ASCII file containing the following information in this order: Point number, Northing, Easting, Elevation, alpha feature code</li> <li>• Updated DTM containing all the tied topographic features</li> <li>• Updated basemap containing all the tied utility features</li> </ul>	<ul style="list-style-type: none"> <li>• As requested after completing field work and office work</li> <li>• At 100% Design Milestone</li> </ul>
<b>Task 4 – Environmental Compliance / Permitting</b>		
4.1 Wetland/Waters Delineation Report	<ul style="list-style-type: none"> <li>• Draft Wetland Delineation Report</li> <li>• Final Wetland Delineation Report</li> </ul>	<ul style="list-style-type: none"> <li>• Within 6 weeks after NTP</li> <li>• 2 weeks after receipt of County review comment</li> </ul>
4.2 Fish Passage Plan	<ul style="list-style-type: none"> <li>• Draft Fish Passage Form</li> <li>• Final Fish Passage Form</li> </ul>	<ul style="list-style-type: none"> <li>• Within 11 weeks after NTP</li> <li>• 2 weeks after receipt of County review comments</li> </ul>
C4.3 Joint Permit Application (USACE, DEQ, DSL)	<ul style="list-style-type: none"> <li>• Draft Joint Permit Application</li> <li>• Final Joint Permit Application</li> </ul>	<ul style="list-style-type: none"> <li>• Within 9 weeks after NPT</li> <li>• 2 Weeks after receipt of County review comments</li> </ul>
4.4.4 Cultural Resources Survey	<ul style="list-style-type: none"> <li>• Draft Cultural Resourced Survey Report</li> <li>• Final Cultural Resources Survey Report</li> </ul>	<ul style="list-style-type: none"> <li>• If no shovel testing, within 11 weeks after NPT and receipt of Rights of Entry</li> </ul>

		<ul style="list-style-type: none"> <li>• If shovel testing is performed, within 16 weeks after NTP and receipt of Rights of Entry</li> <li>• 2 Weeks after receipt of County review comments</li> </ul>
<b>Task 7 Geotechnical Investigations/Analysis/Design</b>		
7.1 Site Reconnaissance and Field Explorations	<ul style="list-style-type: none"> <li>• Draft Field Explorations Plan</li> <li>• Final Field Explorations Plan</li> </ul>	<ul style="list-style-type: none"> <li>• 2 weeks prior to field explorations</li> <li>• Within 1 week of receipt of County review comments</li> </ul>
7.5 Geotechnical Pavement Design Report and Foundation Data Sheets	<ul style="list-style-type: none"> <li>• Draft Geotechnical Report</li> <li>• Final Geotechnical Report</li> </ul>	<ul style="list-style-type: none"> <li>• 6 weeks after completion of field explorations</li> <li>• Later of Within 1-week of receipt of County review comments or with 100% Final Deliverables</li> </ul>
<b>Task 8 Bridge Hydraulics, Stormwater/Surface Water Plan and Report</b>		
8.1 Bridge Hydraulic Study	<ul style="list-style-type: none"> <li>• Draft updated Bridge Hydraulic Report</li> </ul>	<ul style="list-style-type: none"> <li>• With 90% Advance Deliverables</li> </ul>
8.2 Final Hydraulic Report	<ul style="list-style-type: none"> <li>• Final Bridge Hydraulic Report</li> </ul>	<ul style="list-style-type: none"> <li>• With 100% Final Deliverables</li> </ul>
8.3 Stormwater Management Report	<ul style="list-style-type: none"> <li>• Draft Stormwater Management Plan and Report</li> <li>• Draft Operations and Maintenance Manual</li> </ul>	<ul style="list-style-type: none"> <li>• With 90% Advance Deliverables</li> </ul>
8.4 Final Stormwater Management Report	<ul style="list-style-type: none"> <li>• Final Stormwater Management Plan and Report</li> <li>• Final Operations and Maintenance Manual</li> </ul>	<ul style="list-style-type: none"> <li>• With 100% Final Deliverables</li> </ul>
<b>Task 11 Advance (90%) Plans, Specifications and Estimate (“PS&amp;E”)</b>		
11 Advance (90%) Plans, Specifications and Estimate (“PS&E”)	<ul style="list-style-type: none"> <li>• Design Criteria Memorandum</li> <li>• Advance 90% Plans</li> <li>• Advance 90% Estimate</li> <li>• Advance 90% Special Provisions</li> <li>• Advance 90% Construction Schedule</li> </ul>	<ul style="list-style-type: none"> <li>• Within 16 weeks of NTP</li> </ul>
<b>Task 12 Final (100%) Plans, Specifications and Estimate (“PS&amp;E”)</b>		
12 Final (100%) Plans, Specifications and Estimate (“PS&E”)	<ul style="list-style-type: none"> <li>• Signed Final 100% Plans</li> <li>• Final 100% Estimate</li> <li>• Final 100% Special Provisions</li> </ul>	<ul style="list-style-type: none"> <li>• Within 20 weeks of NTP</li> </ul>

	<ul style="list-style-type: none"> <li>Final 100% Construction Schedule</li> </ul>	
<b>Task 13 Utility Coordination</b>		
13.1 Utility Coordination	<ul style="list-style-type: none"> <li>Utility Conflict Letter and List</li> <li>Utility Coordination Narrative</li> </ul>	<ul style="list-style-type: none"> <li>11 weeks after NTP</li> <li>Within 20 weeks of NTP</li> </ul>

**F. CONTINGENCY TASKS**

The table below is a summary of contingency tasks that County, at its discretion, may authorize Consultant to perform. Details of the contingency tasks and associated deliverables are stated in the Task section of the SOW. Consultant shall complete only the specific contingency task(s) identified and authorized via written (email acceptable) Notice-to-Proceed (“NTP”) issued by County's CPM. If requested by County, Consultant shall submit a detailed cost estimate for the agreed-to contingency Services (within the NTE amount(s) in the Contingency Task Summary Table) within the scope of the contingency task.

If County chooses to authorize some or all of these tasks, Consultant shall complete the authorized tasks and deliverables per the schedule identified for each task. The NTP will include the contingency task name and number, agreed-to due date for completion and NTE for the authorized contingency task.

Each contingency task is only billable (up to the NTE amount identified for the task) if specifically authorized per NTP. In the table below, the “NTE for Each” amount for a contingency task includes all labor, overhead, profit, and expenses for the task. The funds budgeted for contingency tasks may not be applied to non-contingency tasks without an amendment to the WOC. The total amount for all contingency tasks authorized shall not exceed the maximum identified in the table below. Each authorized contingency task must be billed as a separate line item on Consultant’s invoice.

Contingency Task Summary Table

Contingency Task Description	NTE for Each	Max Quantity	Method of Comp.	Total NTE Amount
C4.3 Joint Permit Application	\$13,555.39	1	T&M	\$13,555.39
C4.4.2 Shovel Testing	\$16,269.90	1	T&M	\$16,269.90
C4.4.3 Historic Resources	\$8,385.00	1	T&M	\$8,385.00

TOTAL = \$38,210.29

**G. COMPENSATION**

The method(s) of compensation and payment option(s) selected below (and as specified for any Contingency Tasks in the table in Section F).

**G.1 Non-Contingency Tasks**

The method(s) of compensation for non-contingency tasks in this WOC is:

Time and Materials with Not-To-Exceed (“T&M”)

**G. 2 Payment Options (RESERVED)**

**G.3 Fixed Fee (for CPFF) (RESERVED)**



**G.4 Total WOC NTE Amount**

	<b>Compensation Summary Table</b>	<b>Amount</b>
1. CPFF NTE Amount (not including Fixed-Fee or contingencies)	NTE Amount for allowable costs of non-contingency Services in this WOC.	N/A
2. Fixed-Fee Amount	Total of Fixed-Fee amount(s) (for CPFF only)	N/A
3. Fixed Price Amount	Total of Fixed Price amount(s)	N/A
4. T&M NTE Amount	Total for any non-contingency Services	\$289,104.66
5. Price Per Unit NTE Amount	Total NTE for Price Per Unit Costs	N/A
6. Total Non-Contingency Amount		\$289,104.66
7. Total for Contingency Tasks (if any) per Section F above:		\$38,210.29
TOTAL NTE (line 6 plus line 7) This amount includes all direct and indirect costs, profit, Fixed Fee amount (if any) and contingency task costs (if any).		\$327,314.95

**G.5 Invoices**

Invoices must be in conformance with the County Invoice Requirements Guide and any other Contract requirements.

Consultant shall submit invoices electronically via email to County.

## WOC ATTACHMENTS

### ATTACHMENT A – ACRONYMS & DEFINITIONS

<b>AASHTO</b> – American Association of State Highway and Transportation Officials	<b>LPA</b> – Local Public Agency
<b>ADT</b> – Average Daily Traffic	<b>LRFD</b> – Load Resistance Factor Design
<b>Agency</b> – Oregon Dept. of Transportation	<b>MWESB</b> – Minority, Women & Emerging Small Businesses
<b>APE</b> – Area of Potential Effect	<b>NTE</b> – Not to Exceed
<b>APM</b> – Agency’s Project Manager	<b>NTP</b> – Notice to Proceed
<b>ASTM</b> – American Society for Testing and Materials	<b>ODEQ</b> – Oregon Department of Environmental Quality
<b>BDDM</b> – ODOT Bridge Design/Drafting Manual	<b>ODFW</b> – Oregon Department of Fish and Wildlife
<b>BOC</b> – Breakdown of Costs	<b>ODOT</b> – Oregon Department of Transportation
<b>CE</b> – Construction Engineering	<b>ORS</b> – Oregon Revised Statute
<b>County</b> – Columbia County	<b>PA</b> – Price Agreement
<b>USACE</b> – U.S. Army Crps of Engineers	<b>PE</b> – Preliminary Engineering
<b>Consultant</b> – David Evans and Associates, Inc.	<b>PM</b> – Consultant’s Project Manager
<b>CPFF</b> – Cost Plus Fixed Fee	<b>PS&amp;E</b> – Plans, Specifications & Estimate
<b>CPM</b> – County Project Manager	<b>QC</b> – Quality Control
<b>DBE</b> – Disadvantaged Business Enterprise	<b>R/W</b> – Right of Way
<b>DLC</b> – Donation Land Claim	<b>SHPO</b> – State Historic Preservation Office
<b>DSL</b> – Oregon Department of State Lands	<b>SOW</b> – Statement of Work
<b>DTM</b> – Digital Terrain Model	<b>T&amp;M</b> – Time and Materials
<b>ESA</b> – Environmental Site Assessment	<b>TM</b> – Technical Memorandum
<b>FHWA</b> – Federal Highway Administration	<b>TP&amp;DT</b> – Temporary Protection and Direction of Traffic
<b>FOE</b> – Finding of Effect	<b>TS&amp;L</b> – Type, Size, and Location
<b>FP</b> – Fixed Price	<b>USGS</b> – United States Geologic Survey
<b>HAZMAT</b> – Hazardous Materials	<b>USPAP</b> – Uniform Standards of Professional Appraisal Practice
<b>LDD</b> – Land Development Desktop	<b>WOC</b> – Work Order Contract

### ATTACHMENT B - BREAKDOWN OF COSTS FOR SERVICES

The Breakdown of Costs (BOC) dated **08/11/2025** is not physically attached but incorporated into this WOC by this reference with the same force and effect as though fully set forth herein. A copy of the final BOC has been provided to Consultant prior to WOC execution.

# Exhibit 2

## Request for Proposals

C120-2025 Personal Services Contract with David Evans and Associates, Inc for Engineering & Related Services Bridge Installation Little Clatskanie River Confluence (Apiary Road MP 8.4)

COLUMBIA COUNTY

Department of Public Works



ST. HELENS, OR 97051

1054 Oregon St.

Direct (503) 397-5090

Fax (503) 397-7215

[publicworks@co.columbia.or.us](mailto:publicworks@co.columbia.or.us)

[columbiacountyor.gov](http://columbiacountyor.gov)

# Columbia County Public Works

Request for Proposals:

S-C00055-00013418

*Engineering & Related Services for Bridge Installation Little Clatskanie  
River Confluence (Apiary Road MP 8.4)*

**Project-Specific Proposal for Project Management, Preliminary Engineering,  
Permitting, Right-of-Way Acquisition and Related Services**

**Issue Date: April 07, 2025**

**Closing Date & Time: April 29, 2025 by 4:00 P.M.**

**Place/Issuing Office:  
Columbia County Public Works  
1054 Oregon St  
St. Helens, OR 97051**

**Single Point of Contact (SPC):**

Grant DeJongh  
Columbia County Public Works  
1054 Oregon Street  
St. Helens, OR 97051  
503-397-5090

[publicworks@columbiacountyor.gov](mailto:publicworks@columbiacountyor.gov)

## REQUEST FOR PROPOSALS

Notice is hereby given that Columbia County by and through its Public Works Department intends to Contract for Project Management, Preliminary Engineering, Permitting, Right-of-Way Acquisition and Related Services for the replacement of existing culverts conveying the Little Clatskanie River with a bridge at approximately Apiary Road MP 8.4 near Rainier, Oregon. The Request for Proposal documents are available at the County's website at <https://www.columbiacountyor.gov/bids> and on OregonBuys at <https://oregonbuys.gov/bsol/>. It is the Proposer's responsibility to check the website or OregonBuys frequently to be aware of any addenda.

The consultant shall furnish all labor, materials, and equipment necessary for completion of the project in accordance with this Request for Proposals. The work consists of general design and project planning for bridge construction, HMAC overlay, storm water drainage, and right-of-way acquisition, if any. Proposals for the work described will be received at:

Columbia County Public Works  
Attn: Grant DeJongh  
1054 Oregon Street  
St. Helens, Oregon, 97051

Proposals are due no later than 4:00 p.m., April 29, 2025. Proposals must be in sealed packages marked, "Bridge Installation Little Clatskanie River Confluence (Apiary Road MP 8.4) Engineering and Related Services Proposal". The Columbia County Public Works date/time clock will be the designated time recording device for recording receipt of Proposals. There will not be a public opening of the Proposals.

Proposals must be submitted to the issuing office at the above physical address. Proposals may be submitted via USPS mail or other delivery service, though the Proposer assumes all risk associated with timely delivery of proposals.

**County will not conduct a pre-Proposal conference for this RFP.**

**Electronic Files Linked or Attached to RFP.** This RFP document may be viewed electronically to access files, forms, provisions, or other documents that are attached electronically (shown as icons) or provided via hyperlinks from the internet in this RFP. All files, forms, provisions, or other documents attached electronically or linked from the internet are incorporated in this RFP with the same force and effect as though fully set forth in this RFP. A physical copy of this document, including attachments, can be obtained at the Public Works office upon request.

**DBE Participation Goal Assigned: 0%;  
Certified Small Business Aspirational Target: N/A**

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## SOLICITATION SCHEDULE

The table below represents a tentative schedule of events. With the exception of dates marked with an asterisk (\*), all dates are estimates and may change at the County’s sole discretion. All times are listed in Pacific Time, and will use date/time clock in the Columbia County Public Works Office. All submissions will be date and time stamped upon receipt.

Event	Date	Time
RFP Issue Date	*April 07, 2025	
Questions / Requests for Clarification Due	April 14, 2025	4:00 PM
Answers to Questions / Requests for Clarification Issued (approx.)	April 16, 2025	
RFP Protest Period Ends	*April 28, 2025	
Closing (Proposal Due)	*April 29, 2025	4:00 PM
Presentations, Demonstrations, or Interviews	TBD with Vendor	
Issuance of Notice of Intent to Award (approx.)	Est. May 06, 2025	
Award Protest Period Ends	*7 calendar days after Notice of Intent to Award	

## Section 1.0 SOLICITATION INFORMATION AND REQUIREMENTS

### 1.1 DEFINITIONS, SUMMARY OVERVIEW, and PROCUREMENT AUTHORITY/METHOD

#### 1.1.1 DEFINITIONS

For purposes of this RFP:

“County” means Columbia County, by and through its Public Works Department;

“Business Days” means calendar days, excluding Saturdays, Sundays, and all State recognized holidays;

“Calendar Days” means any day appearing on the calendar, whether a weekday, weekend day, national holiday, State holiday or other day;

“Certified Firm” or “Certified Small Business” means a small business certified under ORS 200.055 by the Oregon Certification Office for Business Inclusion and Diversity as “disadvantaged business enterprise”, “minority-owned business”, “woman-owned business”, “emerging small business” or “a business that a service-disabled veteran owns”;

“COBID” means Certification Office for Business Inclusion and Diversity;

“Days” means calendar days;

“Professional Services” means architectural, engineering, photogrammetric mapping, transportation planning, or land surveying services;

"Proposal" means a written response to a Request for Proposals;

“Proposers” - All firms submitting Proposals are referred to as Proposers in this document; after negotiations, an awarded Proposer will be designated as “Consultant”;

“Qualifications Based Selection” or “QBS” means evaluation and scoring of Proposals based on qualifications, experience, and project approach, without considering cost;

“Related Services” has the meaning provided in ORS 279C.100;

“RFP” means Request for Proposal;

“Scope of Work” means the general character and range of Services and supplies needed, the work’s purpose and objectives, and an overview of the performance outcomes expected by County;

“Services” means the services to be performed under the Contract;

“State” means State of Oregon;

“Statement of Work” or “SOW” means the specific provision in the final Contract which sets forth and defines in detail (within the identified Scope of Work) the agreed-upon objectives, expectations, performance standards, Services, deliverables, schedule for delivery and other obligations; and

Note: Though not defined, the terms “sub consultant” and “subcontractor” are used interchangeably in this document.

### 1.1.2 SUMMARY OVERVIEW

Columbia County, by and through its Public Works Department, is seeking Proposals from Professional Services consultants to perform engineering and related services necessary for successful completion of this project. The selected consulting firm will provide design; assist with permitting; and develop full engineering plans, contract specifications, and other related bid documents for a project to construct improvements associated with the Bridge Installation at the confluence of the Little Clatskanie River (Apiary Road MP 8.4) near Rainier, Oregon. Improvements will include the removal of existing culverts and replacement with a new bridge and roadway design to meet current road and environmental needs.

County has completed:

1. Scoping
2. Concept options
3. 30% design plans and estimate

County needs the following technical services provided to complete this project:

1. Develop plan set for bidding purposes
2. Assist county in specifications
3. Assist County in Right of Way (“ROW”) purchase diagrams
4. Assist in project permitting

The plan is to use the drawings, specifications, and permitting to leverage additional funding for construction after PSE is complete.

### **Project Description/General Background Information Bridge Replacement:**

The County has identified the need for improvements on Apiary Road (MP 8.4) due to the inadequate conveyance of the Little Clatskanie River at its confluence with the Clatskanie River. Specifically, the Little Clatskanie River is conveyed through two (2) culverts that are misaligned and perched above the confluence. The proposal is to replace these culverts with a structure over the river to accommodate this confluence. The expected outcome of the Services under this contract is to complete preliminary and final design plans, specifications, and bid documents; perform right of way acquisition services; and obtain required permits for this bridge project. The Scope of Work is described in detail, below.

Proposers responding to the RFP do so solely at their expense, and the County is not responsible for any Proposer’s expenses associated with the RFP. This project is receiving funding from an Oregon Department of Fish and Wildlife (ODFW) grant. The contract resulting from this procurement will therefore be subject to the terms and conditions of the ODFW grant agreement, which is included in the Sample Contract attached as Exhibit C to this RFP. The selected Proposer and the County will negotiate the delivery schedule, costs, and final Statement of Work, within the scope of what is listed here, for inclusion in the final SOW.

The Contract is anticipated to start with design work occurring in 2025. Pending successful negotiations, the selected Proposer shall perform its obligations according to the Contract and exhibits thereto.

## **Scope of Work**

A detailed scope of work shall be included in the proposal to address the following Consultant tasks:

### **TASK 1: Project Management and Coordination**

- A. Designate and coordinate the Consultant project team.
- B. Schedule, prepare for, attend and document project team meetings to be held at the County's office at 1054 Oregon Street, St Helens. These meetings will be held as needed and will include the Consultant, County staff and other project stakeholders. A project kickoff meeting will also be held at the County office.
- C. Prepare a detailed schedule showing all major tasks, meetings, and review milestones.
- D. Prepare detailed monthly progress reports and progress billings and submit to the County for approval and payment.
- E. Monitor and manage the project budget.

### **TASK 2: Survey and Mapping**

- A. Preliminary design work (30%) has already been completed. Surveying and mapping will be that which is necessary to update the existing site conditions from the 2020 design in order to continue a design proposal based on the preliminary design work.
- B. Obtain necessary permits for survey within County right of way.
- C. Research and compile available survey data.
- D. Check for any existing easements that may conflict with the proposed improvements.
- E. Obtain any required permissions and/or rights-of-entry on private property to perform surveys.
- F. Establish horizontal and vertical control points.
- G. Complete field topography and base map of area affected by improvements. Locate all existing features including fences, buildings, signs, driveways, trees, curbs, culverts, catch basins, manholes, utilities above and below ground, road improvements, and any other relevant features.
- H. Tie horizontal locations of all utilities. In instances where there may be a major conflict with utilities, tie the vertical locations, as well.
- I. Tie all relevant existing property lines, right of way, easements, and monuments.
- J. Survey shall include full length of the proposed project and the affected adjacent properties.
- K. Provide notifications to adjoining landowners and tenants per ORS 672.047.

### **TASK 3: Utility Coordination**

- A. Identify and locate all existing utilities and utility easements within the project limits.
- B. Determine possible utility conflicts.
- C. Initiate contact with the utilities and coordinate any required relocations.

### **TASK 4: Environmental Coordination and Permits**

- A. Field reconnaissance.
- B. Fish Passage Coordination and Application.
- C. SLOPES IV Transportation.

- D. Joint Permit Application.
- E. Local and Land Use Planning.

**TASK 5: Geotechnical Investigations and Laboratory Testing**

- A. Field exploration and laboratory testing.
- B. Geotechnical analysis.
- C. Geotechnical report.
- D. Hazardous material assessment (contingency task).
- E. Additional subsurface exploration (contingency task).

**TASK 6: Hydraulic Analysis Report**

- A. Site inspection
- B. Site hydrology
- C. Scour analysis
- D. Revetment design
- E. Hydraulic report
- F. Stormwater management plan

**TASK 7: Plans, Specifications and Estimate (PS&E)**

- A. Preliminary design (30%) has already been completed. Design work is anticipated to be a continuation of the preliminary design already completed.
- B. Provide all plan drawings including title sheet, plan sheets, details, erosion control details, temporary protection and direction of traffic, and other drawings as required on 11" X 17" sheets.
- C. Prepare 100% of specifications based on the 2024 Oregon Standard Specifications for Construction. Use the County's boilerplate special provisions to the specifications.
- D. Provide 60% and 90% review packages.
- E. Prepare final detailed estimate of construction costs.
- F. Provide plan and base map drawings in AutoCAD 2013 (or more recent) format.
- G. Provide bid assistance.

**TASK 8: Public Involvement**

- A. Prepare one informational mailing to affected businesses and residents that live along the project. One informal project meeting during the design process maybe required, along with a project kick off meeting if the County desires.

**TASK 9: Right-of-way Acquisition**

- A. Identify affected properties along project route.
- B. Scope, budget and coordinate acquisitions with County. Acquisitions will need to conform to the requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act.
- C. Prepare documents for County approval.

**Future Work Limitations:** The following limitations may constrain or prohibit consultant’s ability to perform additional services for this project, including for example, construction services (For these purposes, “Affiliate” or “Affiliates” of a consultant means any Person or entity that controls, is controlled by or is under common ownership or control with that consultant.):

- If a consultant is awarded a contract to prepare designs and plans/specifications for a project, that consultant and its Affiliates may be eligible to perform future CA/CEI Services, but will not be eligible to propose/bid on or enter into a contract to construct that project.
- If a consultant is awarded a contract to prepare an Environmental Impact Statement (“EIS”) or Environmental Assessment (“EA”) for a project, that consultant and its Affiliates may be precluded (as determined on a case-by-case basis) by the County from preparing the designs/plans/specifications for the project and may not be eligible to propose/bid on or enter into a contract to construct that project.
- If a consultant or an Affiliate of consultant enters into a personal services contract for the purposes of administering, managing, monitoring, inspecting, evaluating compliance with or otherwise overseeing a public contract, that consultant or an Affiliate of that consultant will not be eligible to enter into a public contract that is subject to administration, management, monitoring, inspection, evaluation or oversight by means of the personal services. See OAR 137-048-0130(8).
- If a consultant or any Associate of consultant enters into personal services contract(s) with the County for the purpose of advising or assisting in developing specifications, a scope or statement of work, an invitation to bid, a request for proposals, or other solicitation documents and materials related to a given procurement, the consultant may not be eligible to propose/bid on the prospective procurement (based on a case-by-case assessment by the County).

**Contract Phases:** County anticipates the contracted Services will be a phased development as follows:

- Phase I – Design Acceptance Package (“DAP” “90%”); Design Complete, ROW Acquisitions Complete, Project Permitting, and Utility Relocations Complete.
- Phase II – Final Design (100%) Plans and Specifications ready for

advertisement.

**Quantity of Contracts Awarded:** It is anticipated that one (1) Proposer will be selected for Contract award from this solicitation. The County, in its sole discretion, may select more Proposers based on the Proposals submitted, the results of the evaluation, and the County’s capacity needs for the Services.

**Offer Period:** A Proposer's Proposal is a firm offer, irrevocable, valid, and binding on the Proposer for not less than 180 days following the closing date for this RFP. County may

request, either orally or in writing, that Proposer extend the offer period in writing.

**Contract Duration:** The Contract is anticipated to begin May 14, 2025 and is expected to last approximately one (1) year. Contingent upon the County’s need and Consultant’s performance, the County may amend the Contract for additional time as necessary for project completion. The successful Consultant shall perform its obligations through completion of all Services required under the Contract, and through completion of all warranty work for the public improvement or public works project, if applicable, unless the Contract is terminated or suspended.

**Contract Payment:** Payment will be made for completion of, or acceptable monthly progress on, tasks and deliverables in conformance with Contract requirements and all applicable standards. The method of compensation will be determined by the County and may be based on any of the following methods (may include more than 1 method – “Mixed”):

- Cost Plus Fixed-fee, up to a maximum NTE amount;
- Fixed Price for all Services; Fixed Price per Deliverable; Fixed Price per Milestone;
- Price per Unit.

### 1.1.3 PROCUREMENT AUTHORITY AND METHOD

**Procurement Authority.** County is conducting this RFP according to its authority under ORS 279A and the Columbia County Public Contracting Rules.

**Procurement Method.** County is conducting this RFP in conformance with ORS 279C.110, OAR 137- 048-0220 – Formal Selection Procedure and the Columbia County Public Contracting Rules.

## **1.2 SOLICITATION PROCESS**

### 1.2.1 PUBLIC NOTICE

The RFP, including all Addenda and attachments, is published on OregonBuys at <https://oregonbuys.gov/bsol/>. RFP documents will not be mailed to prospective Proposers.

County shall advertise all Addenda on OregonBuys. Prospective Proposer is solely responsible for checking OregonBuys to determine whether or not any Addenda have been issued. Addenda are incorporated into the RFP by this reference.

This RFP and any subsequent RFP information may also be reviewed at the following Columbia County website: <https://www.columbiacountyor.gov/bids>.

### 1.2.2 QUESTIONS/REQUESTS FOR CLARIFICATIONS

All inquiries, whether relating to the RFP process, administration, deadline, or method of award, or to the intent or technical aspects of the RFP must:

- Be delivered to the SPC via email: [grant.dejongh@columbiacountyor.gov](mailto:grant.dejongh@columbiacountyor.gov)
- Reference the RFP number: S-C00055-00013418
- Identify Proposer's name and contact information
- Refer to the specific part of the RFP being questioned (*e.g.*, page, section, and paragraph number); and
- Be received by the due date and time for Questions/Requests for Clarification identified in the Schedule

## **1.3 PROTESTS**

### **1.3.1 SOLICITATION (RFP) PROTEST REQUIREMENTS**

Prospective Proposer may submit a written protest of anything contained in this RFP, including but not limited to, the RFP process, Specifications, Scope of Work, and the proposed Sample Contract. The protest must be received by the SPC no later than seven (7) days before Closing. This is the Prospective Proposer's only opportunity to protest the provisions of the RFP, except that Proposer may protest Addenda issued less than nine (9) days before Closing as provided below for Late Addenda. Proposer may take exception to the terms and conditions of the Sample Contract as set forth in the Negotiations Section. Solicitation protests shall comply with the requirements of OAR 137-048-240(1).

### **1.3.2 PROTESTS TO LATE ADDENDA**

In the event that an addenda is issued less than nine (9) days before Closing, Prospective Proposer may submit a written protest of anything contained in that Addendum to the SPC by 3 p.m. Pacific Time of the second Business Day or the date and time specified in the respective Addendum, or they will not be considered. Protests of matters not added or modified by the respective Addendum will not be considered. Late Addenda protests shall comply with the requirements of OAR 137-048-240(1).

### **1.3.3 AWARD PROTEST REQUIREMENTS**

Each Proposer shall be emailed or mailed a copy of the Notice of Intent to Award document. Unless a different deadline is specified in the RFP, a Proposer that claims to have been adversely affected or aggrieved by the selection of the highest ranked Proposer shall have seven (7) calendar days after the date of the Notice of Intent to Award to file a written protest of the selection with the SPC. To be adversely affected or aggrieved, a protester must claim that the protester was the highest ranked Proposer eligible for selection, *i.e.*, the protester must claim that all higher ranked Proposers were ineligible for selection because their Proposals were non-responsive or the Proposers are non-responsive. The County shall not consider a selection protest submitted after the time period established in the Schedule. Award protests shall comply with the requirements of OAR 137-048-240(2).

### **1.3.4 REVIEW OF PROTESTS; COSTS AND DAMAGES**

The Board of County Commissioners or the Public Works Department shall have the authority to settle or resolve a written protest submitted in accordance with paragraphs

1.3.1, 1.3.2, and 1.3.3, above. The Public Works Director, or the Director's designee, shall promptly issue a written decision on the protest. Review of the Department's disposition of a written protest shall be available by filing a written request for review with the Board of County Commissioners within seven (7) calendar days.

All costs of a protest shall be the responsibility of the protestor and undertaken at the protestor's expense. The County shall not be liable for a Proposer's damages or costs for filing the protest or to any participant in the protest, on any basis, express or implied.

## **1.4 "PASS/FAIL" PROPOSAL SUBMITTAL REQUIREMENTS**

Items in this Section 1.4 marked as "PASS/FAIL" that are incomplete (except for minor informalities), or not submitted by Proposal due date and time, or are otherwise not in substantial conformance with the requirements, will cause the Proposal to be rejected as non-responsive. Proposals must comply with ALL requirements marked as "PASS/FAIL" to be considered for further evaluation.

### **1.4.1 PROPOSAL SUBMITTAL DEADLINE (PASS/FAIL)**

Proposals must be physically received in hard copy by the submittal deadline (Closing) (per official clock of SPC's Office) and at the address of the SPC's Office indicated on page 1 of this RFP. County will not accept Proposals submitted by facsimile or electronic mail, nor will County accept Proposals submitted after the Proposal Closing (except as County may permit for REQUIRED items under section 1.5). County is not responsible for and will not accept late or mis-delivered Proposals.

### **1.4.2 TERMS AND CONDITIONS (PASS/FAIL)**

**Unless an official addendum has modified or reserved the right to negotiate any terms and conditions contained in the Contract or exhibits thereto, the County will not negotiate any term or condition after the solicitation protest deadline, except the SOW and pricing with the selected Proposer(s) per section 2.4.** By submitting a Proposal, the selected Proposer(s) agree(s) to enter into the County's form of contract, a sample of which is attached, and be bound by its terms and conditions and those of its attachments as set out in **RFP Attachment C** (Sample Contract), and as they may have been modified or reserved by County for negotiation. **Any Proposal that is received conditioned on County's acceptance of any other terms and conditions or rights to negotiate will be rejected.** Any subsequent negotiated changes may be subject to prior approval by the Office of County Counsel.

Government bodies subject to ORS Chapter 190 do not bid or compete on the same basis as private-sector Proposers. However, the County will initially review Proposals from government bodies according to the same evaluation criteria described in this RFP. Government bodies submitting a Proposal must comply with all applicable Proposal requirements described in this RFP. In addition to any other Proposer selection, the County may enter into an ORS Chapter 190 agreement with any government body for the Services. Alternatively, the County may cancel this RFP if it would be in the public

interest, as determined by the County, and enter into an ORS Chapter 190 agreement with a government body.

## **1.5 “REQUIRED” PROPOSAL SUBMITTAL ITEMS & SCORING DEDUCTIONS**

### **Scoring Deductions:**

- Proposals will receive a 2% scoring deduction, based upon the total available points, for each item in this section 1.5 marked as “REQUIRED” that is incomplete (except for minor informalities) or that is not submitted with the Proposal in substantial conformance of the requirement. Incomplete or missing items must be completed and submitted within two (2) business days of e-mail request by the County (this does not apply to “PASS/FAIL” items which must be submitted by Proposal due date and time). Missing or incomplete items must be delivered via e-mail in order to provide an appropriate time stamp. Failure to complete and deliver missing or incomplete “REQUIRED” items within two (2) business days of request by the County shall result in Proposal rejection. Time limitations will be based upon the time of the e-mail sent by the County and the time of the e-mail sent in response to the County notification.
- Proposals not in conformance with the 12-point minimum font requirements for substantive text (including text in tables) will receive a 3% scoring deduction and will not be sent back to Proposer for correction.
- Scoring deductions are on an average score per Proposal basis and not a deduction per evaluator. For example, if a Proposer received an average score of 92 points from the evaluation committee, a two percent scoring deduction would result in a Proposal score of 90. (Percents will be rounded to either the lower number if under .5% or to the higher number if .5% or over.)

### **1.5.1 COVER SHEET (REQUIRED)**

The Proposal must include a completed Cover Sheet in the form as set forth in **RFP Attachment A**, signed by a duly authorized representative empowered to bind the Proposer (**at least one original signature**). Any cover letters submitted in addition to the required Cover Sheet will not be forwarded to the evaluation committee.

On the Cover Sheet (or a separate sheet attached to the Cover Sheet), identify the sections of the Proposal, if any, the Proposer claims to be exempt from disclosure pursuant to Oregon Public Records Law, ORS 192.410 through 192.505. List sections, paragraphs, pages, *etc.*, and the specific ORS citation(s) that the Proposer claims provide for exemption of each listed section. (See RFP section 1.6.)

### **1.5.2 MINIMUM QUALIFICATIONS (REQUIRED)**

Please include responses to the following Minimum Qualifications in the space provided on the Proposal Coversheet (**RFP Attachment A**):

➤ **REGISTERED PROFESSIONAL ENGINEER**

Consultant may not provide engineering Services unless the Services are performed or provided under the full authority and responsible charge of an Oregon Registered Professional Engineer, as defined in ORS 672.002(2). The Professional Engineer must be currently registered in active status with the Oregon State Board of Examiners for Engineering and Land Surveying and must supervise and direct the work proposed under the Contract. As required by Oregon law, Consultants shall place their official Oregon Registered Professional Engineer certified seal and signature on all reports, maps, design drawings, and specifications delivered under the Contract. **In the space provided on the Proposal Cover Sheet (RFP Attachment A), list the name and registration number of at least one Oregon Registered Civil Engineer in active status intending to perform engineering Services under the Contract.**

➤ **REGISTERED PROFESSIONAL LAND SURVEYOR**

When required by Oregon law, Consultants shall place their official Oregon Registered Professional Land Surveyor (PLS) certified seal and signature on all reports, maps, design drawings, and specifications delivered to County or LPAs under Contract. **In the space provided on the Proposal Cover Sheet (RFP Attachment A), list the name and registration number of at least one PLS intending to perform Services under the Contract.**

**Licenses Outside of Oregon**

If the Proposer is an “individual, firm, partnership or corporation offering to practice engineering or land surveying” and “holds a certificate of registration to engage in the practice of professional engineering or land surveying (as applicable) issued by the proper authority of any other state, a territory or possession of the United States, or a foreign country”, the Proposer shall:

Include a written statement that the Proposer is not registered to practice engineering or land surveying (as applicable) in the State, but will comply with ORS 672.002 to 672.325 by having an individual holding a valid certificate of registration in the State in responsible charge of the work prior to performing any engineering or land surveying (as applicable) work within the State. [ORS 672.060(9)(a) and (b)]

**1.5.3 FORMAT FOR PROPOSAL SUBMITTALS; PAGE LENGTH LIMITATION**

- a. (REQUIRED)** Proposals must use 12-point minimum font size for the substantive text (including text in tables) with the following exceptions which must use an 11-point minimum font size: **RFP Attachment A** – Proposal Coversheet, **Attachment B** - References, Key Staff Resumes, and COI Disclosure Form. Proposers may use their discretion for the font size of other materials that do not include substantive text (e.g. graphics, picture or graphics captions, and organizational charts).

- b. **(REQUIRED)** Proposals must be submitted without cover-stock or bindings such as wire loop or plastic comb binding.
- c. Use a removable binder clip to secure Proposal pages on original signature copy. Staples may be used on additional copies.
- d. Proposers are to submit Proposals on recycled white paper. The Proposal must not exceed **six (6) pages**, *excluding* Cover Sheet (**RFP Attachment A**), any tabs or indexes, and any of the following forms (if required in this RFP): references, Request for Tax ID Number form, and Subcontractor/Supplier Solicitation and Utilization form. **If a Proposer submits a Proposal exceeding this limit, the County will consider the pages up to that allowable number and discard all subsequent pages.** The Proposer may choose how to allocate pages between any sections, within the overall page limit.

One (1) page is defined as: one side of a single 8-1/2" x 11" page that meets the font size requirements stated in subsection "a" above. Any page over this size will be counted as two (2) pages. Any page or partial page with substantive text, tables, graphics, charts, resumes, *etc.*, will be counted as one (1) page.

#### 1.5.4 QUANTITY OF PROPOSALS & ELECTRONIC COPIES

**Proposer must complete and submit the following items to the County at the address shown on page 1:**

- a. **(REQUIRED)** 1 hard copy of the **Proposal with Proposal Cover Sheet (RFP Attachment A)** attached; 1 hard copy of each completed Key Staff Resume form; 1 hard copy of the completed TIN Request form; 1 hard copy of COI Disclosure Form(s), if required in section 1.5.5

1 USB Thumb Drive that includes:

- 1) **(REQUIRED)** A single PDF file of the Proposal. The signed Proposal Cover Sheet (**RFP Attachment A**) may be included as part of the single PDF file of the Proposal or may be in a separate PDF file. Do not break the Proposal into more than these two (2) PDF files. Additional files, as shown below, will be allowed. **(The total combined size of the Proposal and Coversheet should be compressed so it does not exceed five (5) megabytes.)**
- 2) **(REQUIRED)** One (1) signed, PDF file of **Subcontractor Solicitation and Utilization Report** form available at: <http://www.odot.state.or.us/forms/odot/highway734/2721.pdf>., under the "DBE" or "Disadvantaged Business Enterprise" and other forms required by the Office of Civil Rights header.
- 3) **(REQUIRED)** A separate MS Word file for each Reference Questionnaire form submitted.
- 4) **(REQUIRED)** Key Staff Resumes may be included in the single Proposal file or they may be submitted as a separate file on the USB drive (one (1) file for

all Key Staff Resumes).

- 5) **(REQUIRED)** The Capacity Summary form available at:  
<http://www.oregon.gov/ODOT/CS/OPO/Pages/ae.aspx> (under Misc.  
Procurement Related

Forms) may be included in the single Proposal file or it may be submitted as a separate file on the USB drive.

- b. Submit Proposal and all required submittal items in a sealed envelope/package. On the outside of the sealed envelope/package, indicate the following:

- 1) **Name of Proposing firm,**
- 2) **RFP Project Title, “Bridge Installation Little Clatskanie River Confluence (Apiary Road MP 8.4) Engineering and Related Services Proposal”,**
- 3) **RFP close date and time, and**
- 4) **Name of Single Point of Contact identified on page 1 of RFP.**

#### 1.5.5 REFERENCES (REQUIRED)

Provide three (3) references for relevant projects using the form provided in section 2.1.3. Reference forms must be submitted with the Proposal (hard copy, separate from the Proposal), but are not included in the Proposal page count.

### **1.6 PUBLIC RECORDS**

This RFP, and one copy of every Proposal received in response to it, together with copies of all documents pertaining to the award of the Contract(s), shall be kept by the County and made a part of the County’s records. Proposals shall be open to public inspection in accordance with ORS 279C.107 and OAR 137-048-0130(7). If a Proposal contains any information that may be considered exempt from disclosure as a trade secret under either ORS 192.345(2) or ORS 646.461(4), or under other grounds specified in Oregon Public Records Law, ORS 192.311 through 192.478, the Proposer must clearly designate on or with the Proposal the portions of its Proposal that the Proposer claims are exempt from disclosure, along with a justification and citation to the authority relied upon. **Identifying the Proposal in whole as trade secret, confidential or otherwise exempt from disclosure is not acceptable. In such circumstances, the County will require the Proposer to submit a memorandum citing the statutory justification for each specific area of the Proposal that the Proposer claims to be exempt.**

If the Proposer fails to identify, on or with the Proposal, the portions of the Proposal the Proposer claims are exempt from disclosure and the authority used to substantiate that claim, the Proposer is deemed to have waived any later claim of an exemption or request for nondisclosure of that information.

Any Proposer that does not comply with these requirements may have their Proposal rejected.

Application of the Oregon Public Records Law or other applicable law shall determine whether any information is actually exempt from disclosure. The County will not be held liable for any disclosure of information that the Proposer considers to be exempt from disclosure if required by a Public Records Order. Notwithstanding any rights under 17 USC 101 et seq., (the United States Copyright Act), when the County is required to provide copies of the non-exempt portion of the Proposal pursuant to a Public Records Order, the Proposer hereby grants a license to the County to copy those portions of the Proposal that are subject to disclosure.

By submitting a response to this RFP, the Proposer grants the County a non-exclusive, perpetual, irrevocable, royalty-free, worldwide license for the rights to copy, distribute, display, prepare derivative works, and transmit the response for the purpose of conducting this procurement and to fulfill obligations under Oregon Public Records Laws.

## **Section 2.0 EVALUATION PROCESS & CONSULTANT SELECTION**

### **2.1 EVALUATION PROCESS**

#### **2.1.1 PROPOSAL EVALUATION**

The County will evaluate Proposals in accordance with the evaluation procedures set forth in OAR 137-048-0220 and this RFP. The County will review Proposals for conformance with the Pass/Fail and REQUIRED criteria identified in **Sections 1.4 and 1.5**. Proposals meeting all Pass/Fail criteria (including submittal of all REQUIRED items in the time allowed) will be forwarded to an evaluation committee that will independently review, score, and rank Proposals according to the Scoring Criteria set forth in **Section 2.2**. Evaluators will independently judge the merits of the Proposals by comparing the requirements and criteria stated in the RFP with the responsiveness and the relevance of experience/qualifications presented in the Proposal. The County will not evaluate any proposed pricing for Services as part of the evaluation process.

The outcome of the Evaluation process may, at the County's sole discretion, result in:

- (a) Notice to Proposer(s) of selection or rejection for Contract negotiation and possible award;
- (b) Further steps to gather additional information for evaluation, (*e.g.* checking references, notice of placement on an interview list, requesting clarification); or
- (c) Cancellation of the RFP and either re-issuance of the RFP in the same or revised form or no further action by the County with respect to the RFP.

The County may reject any or all Proposals and may cancel this RFP at any time if doing either would be in the public interest as determined by the County. The County is not liable for any costs a Proposer incurs while preparing or presenting the Proposal or during further evaluation stages. All Proposals will become part of the public file.

#### **2.1.2 INTERVIEWS/FOLLOW-UP QUESTIONS**

The County may conduct and score interviews/follow-up questions. If interviews/follow-up questions are conducted, they will be evaluated and scored based on the following criteria:

- Understanding of Requested Services
- Technical Approach
- Project Management/Cost Effectiveness
- Proposer's General Qualifications
- Proposer's Capabilities
- Proposer's Relevant Experience
- Project Team and Qualifications

**If interviews/follow-up questions are conducted, the following will apply:**

- A minimum of three (3) evaluators shall score the interviews/follow-up questions;
- The interviews/follow-up questions will have a maximum score of 50 points.

- The number of Proposers selected for interviews/follow-up questions will be, to the greatest extent practicable, at least the two highest ranked Proposers based on Proposal scores.
- Follow-up questions will typically be sent via e-mail to Proposer(s) as an alternative to face-to-face interviews. However, the County may conduct face-to-face interviews if determined necessary after conducting written follow-up questions.
- Interviews normally require physical attendance at County offices; however, the County may elect to conduct interviews via teleconference or video conference. Further details will be included with notification of time and date of interviews, if conducted.
- Interviews would be conducted two (2) weeks after the evaluation ranking is announced; follow-up invitation will be sent with the rankings for interview date and time.
- The County may waive the interview process if sufficient information has been presented in the Proposal for an award to be made.

### 2.1.3 REFERENCES

The County does not intend to score references but may contact references to verify information provided in Proposals. Proposers must provide three (3) references using the form attached (Attachment B) for projects where the Proposer provided services relevant to the scope of services contemplated in this RFP. If the contact and alternate contact for a reference are both members of the evaluation committee for this RFP, the County will request a different project reference from the Proposer.

### 2.1.4 CLARIFICATIONS

The County may require any clarification it needs to understand the Proposer's Proposal. Any necessary clarifications or modifications which are in the best interest of the County may be made before the Proposer is awarded a Contract, and some or all of the clarifications or modifications may become part of the final Contract. Clarifications may not be used to rehabilitate a non-responsive Proposal.

## **2.2 SCORING CRITERIA**

Scoring will be based on the categories described below. The Proposer must describe how the Proposer meets the requirements that are specified in this RFP, as related to the subsections below. Be clear and concise.

### 2.2.1 UNDERSTANDING OF REQUESTED SERVICES/PROJECT **25 Points**

Demonstrate a clear and concise understanding of this type of project based on existing information. Address general description of the project purpose and key issues. Please explain any special expertise specific to bridge design and construction experience.

### 2.2.2 PROPOSER'S GENERAL QUALIFICATIONS **25 Points**

Demonstrate qualifications to complete the requested services. Response must:

- Describe your firm's qualifications and proficiencies to complete the requested Services.
- List projects and contract services performed within the last three (3) years by type, size, and location. Must be comparable to the Services described in this RFP.

- For a total of three (3) of the most recent projects or contracts (in any combination) listed, include a brief description of project type, size, location, duration, and objectives; a chronological time line describing the tasks performed by the Proposer to fulfill the project objectives; the original project budget; and the final budget, including any revisions.
- For each of the three (3) projects or contracts (in any combination) above, indicate whether the services were accomplished within the Proposer’s original estimated schedule, whether there were any delays, the cause of those delays, and how those delays were addressed.

### 2.2.3 PROPOSER’S CAPABILITIES

**20 Points**

Demonstrate capability to complete the requested services. Response must include:

- Current or projected assignments and location of key members, and whether these assignments may conflict with the key members’ ability to respond to these projects.
- Internal procedures and/or policies related to work quality and cost control.
- Management and organizational structure.
- Other on-going projects.
- Demonstrate capability to complete the requested Services. Response must include:
  - (a) An explanation describing how the Proposer can accommodate the varying levels of workload for the Services contemplated under the Contract, including any limitations; and
  - (b) an explanation describing the Proposer’s proximity to the Project and how the Proposer can cost effectively accommodate providing the needed A&E and Related Services for the Project. Describe the Proposer’s branch or satellite offices that will provide the requested Services, indicating their location(s) and which services they are capable of performing.

### 2.2.4 PROJECT TEAM AND QUALIFICATIONS

**20 Points**

Demonstrate the Proposer’s team qualifications and experience relating to the requested services. Response should address the following:

- Describe extent of principal involvement.
- Using the “Key Staff Resumes” form available at: <http://www.oregon.gov/ODOT/CS/OPO/Pages/ae.aspx> (under Misc. Procurement Related Forms), describe experience and qualifications of proposed Project Manager(s) (whether they are from the prime or a sub) with similar interdisciplinary teams. Include descriptions of similar projects, project outcomes, and customer feedback received, if any. Also provide the information requested in the form for other key members, including sub consultant staff that are key members, who are anticipated to perform the Services

### 2.2.5 SUPPORTING RESOURCES

**10 points**

Demonstrate the Proposer's resources allocated to each given task of the proposed scope of work (*examples: compatible computer equipment, administrative or technical support, adequate survey equipment, safety program*)

#### SUMMARY OF SCORING CRITERIA FOR USE BY PROPOSERS

	<u>MAXIMUM SCORE</u>
<input type="checkbox"/> Understanding of Requested Services/Project	<u>25</u>
<input type="checkbox"/> Proposer's General Qualifications	<u>25</u>
<input type="checkbox"/> Proposer's Capabilities	<u>20</u>
<input type="checkbox"/> Project Team and Qualifications	<u>20</u>
<input type="checkbox"/> Supporting Resources	<u>10</u>
Total or Subtotal Score for Proposal	100
<input type="checkbox"/> Interviews/Follow-up Questions (if conducted)	50
Maximum Possible Total Score	<u>150</u>

### 2.3 METHOD OF AWARD

The scores for Proposer ranking and tentative award will be determined as follows:

- Total Proposal Score = Total of all evaluator scores for a given Proposer, divided by the number of evaluators. Proposer with the highest ranked Proposal may be awarded a contract.
- Total Interview or Follow-up Questions Score (if conducted) = Total of all evaluator scores for a given Proposer, divided by the number of evaluators.
- **Final Score** = Proposal score plus Interview or Follow-up Questions Score (if conducted).

### 2.4 NEGOTIATIONS

The County will negotiate in the best interest of the County, the SOW, costs, and any provision(s) the County has indicated in the RFP or any Addenda with the highest ranked Proposer(s). The County will, either orally or in writing, formally terminate negotiations with the highest ranked Proposer if the County and the Proposer are unable, for any reason, to reach agreement on a Contract within a reasonable amount of time. The County may thereafter negotiate with the second ranked Proposer, and if necessary, with the third ranked Proposer, and so on until negotiations result in a Contract. If negotiations with any Proposer do not result in a Contract within a reasonable amount of time (as determined in the sole discretion of the County), the County may cancel this solicitation. The County, at its sole discretion, may proceed with a new solicitation for the same Services or consider any other options available under the applicable rules, laws, and policies.

## **Section 3.0 CONTRACT AWARD REQUIREMENTS**

**The requirements in this section apply only to any Proposer that receives an intent to award notice following the County's evaluation, scoring, and ranking of Proposals (and interviews, if conducted).**

**See Attachment C for Columbia County Sample Contract.**

### **3.1 COST INFORMATION**

Direct and indirect costs as applied to work/services performed under County contracts and subcontracts may not be discriminatory against the County. It is discriminatory against the County if employee (or owner/sole proprietor) compensation (in whatever form or name) is in excess of that being paid for similar non-County work/services under comparable circumstances.

#### **3.1.1 BILLING RATE INFORMATION**

**Labor rate and cost data must not be submitted until after Proposers have been notified of their selection status.** Labor rate and cost data for any Proposer selected for Contract negotiation and that of the Proposer's sub consultants (if any) must be submitted electronically in Excel© file format no later than five (5) business days after the County notifies the Proposer of selection.

Rate information must include either "Direct Salary and Overhead Information" or "Negotiated Billing Rate Schedule" described below, as applicable to the firm's (and sub consultants') accounting method(s):

#### **A. Direct Salary and Overhead Information (sub consultants may submit this directly to the County):**

- (i) **Direct Salary Rate Schedule ("DSR").** This schedule includes the name, classification, and actual direct salary rate for each employee that may be used under the Contract. The DSR will not be included in the Contract, but will be used by the County to develop an Escalated Salary Rate Schedule if applicable for the Contract.
- (ii) **Calculation of Overhead Rate** (if applicable for your type of accounting). Current overhead accounting information (preferably electronically in Excel format) on a form using the format substantially similar to the example "Indirect Cost Rate Schedule Template" available at the following Internet address: <https://www.oregon.gov/ODOT/Business/Procurement/Pages/PSK.aspx> . Firms shall condense or expand categories as applicable to the firm's method of accounting. Firms that have not established an overhead rate, based upon their particular financial reporting methodology, shall be reviewed by the County to determine whether an overhead rate schedule will be required or a negotiated non-provisional billing rate will be used. If a firm does calculate overhead, the information must be submitted to the County and updates must be provided annually.

- (iii) **Cognizant Audit** – If an audit for the most recent fiscal year has been completed for your firm or any sub-contractors by the appropriate federal cognizant county, this must be submitted with the billing rate information (either hard copy or electronic scanned copy).
- (iv) **Independent Audit** – If an audit for the most recent fiscal year has been completed for your firm (or any sub-consultants) by an independent, third party accounting firm, this must be submitted with the billing rate information (either hard copy or electronic scanned copy).

**B. Negotiated Billing Rate Schedule (“NBR”):** This schedule is used by firms that do not calculate overhead as part of their normal accounting practice and the County determines it is in the best interest of the County to negotiate specific billing rates. The NBR includes rates that are fully loaded with direct salary, indirect expenses, and profit. Provide name, classification (project role), and fully-loaded rate for each employee. Use of an NBR may be required by the County for Consultants or subconsultants that do not have audited overhead rates or that, upon cursory review, appear not to be calculating overhead correctly. The ODOT NBR form that the County’s uses may be downloaded at this link:  
<https://www.oregon.gov/odot/Business/Procurement/Pages/PSK.aspx>.

### 3.1.2 BREAKDOWN OF COSTS (BOC)

Following SOW review/negotiation between the selected Proposer and the County, the County will request submittal of a cost estimate for the Services. The selected Proposer shall submit, within **five (5) business days** of the request, a BOC using one of the following County spreadsheets, as applicable (click on “Enable Macros” when prompted):

- Standard BOC - use if the Proposer or any subcontractors calculate an overhead rate.
- BOC-NBR – use if the Proposer and all subcontractors, if any, do not calculate overhead and use only the Negotiated Billing Rate schedule (NBR).
- Both spreadsheets are available here:

<https://www.oregon.gov/odot/Business/Procurement/Pages/PSK.aspx>

The BOC must include a detailed breakdown of the costs for each element of the work, as specified in the BOC Requirements available at the above link . The BOC Requirements document also provides additional information about which BOC form to use. An Instruction tab is provided on each of the BOC spreadsheets regarding preparation of the BOC form.

## **3.2 CERTIFICATES OF INSURANCE**

Selected Proposer(s) shall provide (hard copy or electronically via e-mail or fax) Certificates of Insurance and any required Additional Insured Endorsements to the County for levels of Insurance coverage described in the Sample Contract (**RFP Attachment C**) prior to Contract execution. Selected Proposers that have current Certificates of Insurance (with all required coverages and not specific to a particular project) on file with the

County will not be required to resubmit these. The County may determine that project-specific insurance coverage is required on a case-by-case basis.

### **3.3 MISCELLANEOUS FORMS**

#### **3.3.1 COI DISCLOSURE**

If any disclosures are required per the ODOT COI Guidelines that were not disclosed with the Proposal submittal (or that occurred or were discovered since the Proposal submittal), the selected Proposer shall complete and submit a signed COI Disclosure Form within **five (5) business days** of receipt of Intent to Award notice. The selected Proposer shall incorporate in each required COI Disclosure Form any COI disclosure information provided by its staff and attach COI Disclosure Forms from each of its subcontractors (that have required disclosures per the ODOT COI Guidelines), prior to such Firm performing any Services under a Contract.

**The ODOT COI Guidelines and COI Disclosure Form are available at:**

<http://www.oregon.gov/ODOT/CS/OPO/Pages/ae.aspx> (under “Misc. Procurement Related Forms”). COI Disclosure Form(s) may be submitted as hard copy or electronically via e-mail or fax.

If, following review of any Proposer’s COI Disclosure Form(s), said Proposer, selected for tentative award, is determined to have a conflict of interest that cannot reasonably be mitigated to the County’s satisfaction, the tentative award to that Proposer may be withdrawn. At the County’s discretion, tentative award may then be made to the next highest-ranked Proposer.

#### **3.3.2 LIST of SUBCONSULTANTS**

The selected Proposer shall submit, within **five (5) business days** of receipt of Intent to Award notice, a list of subconsultants proposed for use under the Contract. The list shall be electronically submitted in MS Word format, using the “Subconsultant/Subcontractor List” available at: <http://www.oregon.gov/ODOT/CS/OPO/Pages/ae.aspx>.

### **3.4 CONSULTANT RESPONSIBILITY**

The selected Proposer(s) shall submit a completed, accurate, and signed **Responsibility Inquiry form** within **five (5) business days** of receipt of Intent to Award notice (see form for additional information regarding the County’s responsibility review). The Responsibility Inquiry form is available at:

<http://www.oregon.gov/ODOT/CS/OPO/pages/AE.aspx> (under Misc. Procurement Related Forms) and may be submitted as hard copy or electronically via e-mail or fax.

The Consultant is responsible for any and all contractual matters, including performance of Services and the required deliverables included in the Contract, whether Consultant, a representative of Consultant, or subcontractor of Consultant produces them.

### **3.5 BUSINESS REGISTRY NUMBER/REGISTERED AGENT**

If selected for Contract award, a Proposer must be duly authorized by the State of Oregon

to transact business in the State before executing the Contract. Firms that contract with the County are responsible for compliance at all times with all applicable legal requirements regarding business organization, authorization, and registration. The selected Proposer shall (unless an individual operating as their [real and true name](#) or otherwise exempt under applicable laws) submit a current Oregon Secretary of State business registry number. See [process for obtaining a business registry number](#). All Corporations and other business entities (domestic and foreign) must have a Registered Agent in Oregon. See requirements and exceptions regarding [Registered Agents](#). For more information, see [Starting a Business](#) and [Laws and Rules](#). The titles in this subsection are available at the following Internet site: <http://www.filinginoregon.com/index.htm>.

### **3.6 TAX ID NUMBER**

The selected Proposer(s) shall provide their Taxpayer Identification Number (“TIN”) and backup withholding status on a completed [W-9 form](#) if either of the following apply:

- When requested by the County (normally in an intent to award notice), or
- When the backup withholding status or any other information of the Proposer has changed since the last submitted W-9 form, if any.

No payment can be made until a properly completed W-9 is on file with the County.

### **3.7 USE OF RECYCLED PRODUCTS**

Consultants/contractors shall use recyclable products to the maximum extent economically feasible in the performance of the Contract work set forth in this document.

### **3.8 PROJECT SCHEDULE**

The successful Proposer will be required to prepare a detailed schedule of all tasks and design elements listed in this RFP. Throughout the duration of the professional services contract, the Consultant will be required to update the schedule monthly. If the County determines that any deliverables are not acceptable and that any deficiencies are the responsibility of the Consultant, the County shall prepare a detailed written description of any deficiencies and an associated time frame for correction, and deliver such notice to the Consultant. The Consultant will correct any deficiencies at no cost to the County. If the corrective work causes any project delays, the Consultant will submit a plan for regaining the project schedule for remaining work under the contract, unless otherwise allowed by the County. If the County determines the contract schedule must be modified, a contract amendment will be initiated.

The County has prepared the following anticipated schedule for this project:

<b><u>Item</u></b>	<b><u>Date</u></b>
Notice to Proceed for Consultant	May 2025
Submit 100% PS&E	December 2025

# ATTACHMENT A - PROPOSAL COVER SHEET

## Columbia County Public Works Department

**(Legal Name of Firm as provided to IRS) \_\_\_\_\_ ; a(an) (enter State) Corporation**

**DBA Name (if different than legal name): \_\_\_\_\_**

**DUNS Number:** [REDACTED]

<input type="checkbox"/> Corporation <input type="checkbox"/> Professional Corporation <input type="checkbox"/> Ltd. Liability Company <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Partnership <input type="checkbox"/> Ltd. Liability Partnership <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Other _____ Mailing Address _____ _____ _____
--

Type name of primary Contact for this Proposal _____ Email address _____ Telephone _____ Fax _____ Type name of person(s) authorized to sign Contract/Price Agreement: _____
---

<b>“PASS/FAIL” - PROPOSAL SUBMISSION CHECKLIST (for Proposer use)</b>
<input type="checkbox"/> Submission Deadline Date and Time met <input type="checkbox"/>
<b>“REQUIRED” ITEMS – PROPOSAL SUBMISSION CHECKLIST (for Proposer use)</b>
<input type="checkbox"/> Proposal Cover Sheet Included and authorized original signature obtained <input type="checkbox"/> Minimum Qualifications met and indicated on Proposal Cover Sheet <input type="checkbox"/> Proposal Format and Page Length Requirements met <input type="checkbox"/> Correct number of Proposals included along with CD for electronic submittals <input type="checkbox"/> References

### RESPONSES TO MINIMUM QUALIFICATIONS (See RFP Section 1.5.2)

#### ➤ Registered Professional Engineer

Proposers must provide information below for at least one Registered Civil Engineer intending to perform civil engineering services under the Contract/Price Agreement.

Name	Registration Number	Jurisdiction of Registration

#### ➤ Registered Professional Land Surveyor (PLS)

Proposers must provide information below for at least one PLS intending to perform surveying services under the Contract/Price Agreement.

Name	Registration Number	Jurisdiction of Registration

**CERTIFICATIONS.** By signature below, the undersigned Authorized Representative on behalf of the Proposer certifies that:

1. Agency shall not be liable for: a) any claims or be subject to any defenses asserted by the Proposer based upon, resulting from, or related to, the Proposer's failure to comprehend all requirements of the RFP; or b) any expenses incurred by the Proposer in either preparing and submitting its Proposal, or in participating in the proposal evaluation/selection or Contract/Price Agreement negotiation process, if any.
2. The Proposer represents and warrants that no potential or actual conflict of interest as defined by ORS 244 would arise if this proposal is accepted by the County; and no statutes, rules or regulations of any State of Oregon or federal agency for which Proposer currently performs work would prohibit or restrict Proposer from performing any of the services required under the resulting contract. Proposer further represents and warrants that it does not have any direct or indirect interest in any real property acquired or to be acquired for this Project except to the extent such interest is disclosed in the proposal.
3. The Proposer has available (and can furnish to Agency upon request) the appropriate financial, material, equipment, facility, and personnel resources and expertise, or ability to obtain the resources and expertise, necessary to indicate the capability of the Proposer to meet all contractual responsibilities.
4. The Proposer recognizes this is a public document open to public inspection. Any portion(s) of the Proposal that the Proposer considers exempt from disclosure under Oregon Public Records Law is/are clearly designated in the Proposal and listed on a separate sheet attached to this Proposal Cover Sheet with justification and citation to the authority relied upon.
5. The Proposer does not discriminate in its employment practices with regard to race, creed, age, religious affiliation, sex, disability, sexual orientation, or national origin. Pursuant to ORS 279A.110, the Proposer has not and the Proposer will not discriminate against a subcontractor in the awarding of a subcontract because the subcontractor is a disadvantaged business enterprise, a minority-owned business, a woman-owned business, a business that a service-disabled veteran owns, or an emerging small business certified under ORS 200.055.
6. The Proposer has an operating policy supporting equal employment opportunity. If proposing firm has 50 or more people, the Proposer also has a formal equal opportunity program.
  - Does the Proposer have 50 or more employees?  **Yes**,  **No**.
  - Does the Proposer have a formal equal employment opportunity program?  **Yes**,  **No**

The Agency is an equal-employment-opportunity employer and values diversity in its work force. The Agency requires its Contractors to have an operating policy as an equal employment opportunity employer. Firms of 49 people or less do not need to have a formal equal employment opportunity program, but shall have an operating policy supporting equal employment opportunity. Firms of 50 people or more shall also have a formal equal employment opportunity program.

7. The Proposal submitted is in response to the specific language contained in the RFP, and the Proposer has made no assumptions based upon either (a) verbal or written statements not contained in the RFP, or (b) any previously-issued RFP, if any.
8. The Proposer, acting through its authorized representative, has read and understands the RFP instructions, specifications, and terms and conditions contained within the RFP (including the sample contract) and all Addenda, if any. Failure to provide information required by the RFP may ultimately result in rejection of the Proposal.
9. The Proposer agrees to and shall comply with, all requirements, specifications, and terms and conditions contained within the RFP (including the sample contract) and all Addenda, if any.
10. All contents of the Proposal (including any other forms or documentation, if required under this RFP) and this Proposal Cover Sheet, are truthful and accurate and have been prepared independently from all other Proposers, and without collusion, fraud, or other dishonesty. **False Claims:** the Proposer understands that any statement or representation it makes, in response to this solicitation, if determined to be false or fraudulent, a misrepresentation, or inaccurate because of the omission of material information could result in a "claim" {as defined by the Oregon False Claims Act, ORS 180.750(1)}, made under the resulting PA/WOC being a "false claim" {ORS 180.750(2)} subject to the Oregon False Claims Act, ORS 180.750 to 180.785, and to any liabilities or penalties associated with the making of a false claim under that Act.
11. The signatory of this Proposal Cover Sheet is a duly authorized representative of the Proposer, has been authorized by the Proposer to make all representations, attestations, and certifications contained in the Proposal document and to execute this Proposal document on behalf of the Proposer.

**[Note: Any alterations or erasures to the proposal shall be initialed in ink by the undersigned authorized representative.]**

Date \_\_\_\_\_

---

Authorized Signature

---

(Print Name and Title)

## ATTACHMENT B REFERENCES

**RFP# \_\_\_\_\_; Name of Proposing Firm: \_\_\_\_\_**

Provide at least **3** References for relevant projects completed by proposing firm.

<b>Project Title:</b>		Proposing Firm's PM:	
Location:		Email:	
Brief Project Description and Proposing Firm's Role:			
Contract #:	WOC #(if applic.):	Contract Start (Mo/Yr):	Contract Complete (Mo/Yr):
Client's Construction Budget for the Project (if applicable):			
Consultant Services Contract/WOC Amount (including as amended):			
Client Name:		Alt contact for client (optional):	
Client's PM:		Title:	
Email:		Email:	
Ph #:		Ph #:	

<b>Project Title:</b>		Proposing Firm's PM:	
Location:		Email:	
Brief Project Description and Proposing Firm's Role:			
Contract #:	WOC #(if applic.):	Contract Start (Mo/Yr):	Contract Complete (Mo/Yr):
Client's Construction Budget for the Project (if applicable):			
Consultant Services Contract/WOC Amount (including as amended):			
Client Name:		Alt contact for client (optional):	
Client's PM:		Title:	
Email:		Email:	
Ph #:		Ph #:	

<b>Project Title:</b>		Proposing Firm's PM:	
Location:		Email:	
Brief Project Description and Proposing Firm's Role:			
Contract #:	WOC #(if applic.):	Contract Start (Mo/Yr):	Contract Complete (Mo/Yr):
Client's Construction Budget for the Project (if applicable):			
Consultant Services Contract/WOC Amount (including as amended):			
Client Name:		Alt contact for client (optional):	
Client's PM:		Title:	
Email:		Email:	
Ph #:		Ph #:	

<b>Project Title:</b>		Proposing Firm's PM:	
Location:		Email:	
		Ph:	
Brief Project Description and Proposing Firm's Role:			
Contract #:	WOC #(if applic.):	Contract Start (Mo/Yr):	Contract Complete (Mo/Yr):
Client's Construction Budget for the Project (if applicable):			
Consultant Services Contract/WOC Amount (including as amended):			
Client Name:		Alt contact for client (optional):	
Client's PM:		Title:	
Email:		Email:	
Ph #:		Ph #:	

<b>Project Title:</b>		Proposing Firm's PM:	
Location:		Email:	
		Ph:	
Brief Project Description and Proposing Firm's Role:			
Contract #:	WOC #(if applic.):	Contract Start (Mo/Yr):	Contract Complete (Mo/Yr):
Client's Construction Budget for the Project (if applicable):			
Consultant Services Contract/WOC Amount (including as amended):			
Client Name:		Alt contact for client (optional):	
Client's PM:		Title:	
Email:		Email:	
Ph #:		Ph #:	

<b>Project Title:</b>		Proposing Firm's PM:	
Location:		Email:	
		Ph:	
Brief Project Description and Proposing Firm's Role:			
Contract #:	WOC #(if applic.):	Contract Start (Mo/Yr):	Contract Complete (Mo/Yr):
Client's Construction Budget for the Project (if applicable):			
Consultant Services Contract/WOC Amount (including as amended):			
Client Name:		Alt contact for client (optional):	
Client's PM:		Title:	
Email:		Email:	
Ph #:		Ph #:	

**ATTACHMENT C - SAMPLE CONTRACT**

**PERSONAL SERVICES CONTRACT (ORS Chapter 279C)**  
(Architectural, Engineering, Land Surveying and Related Services)

This Agreement is made and entered into by and between **COLUMBIA COUNTY**, a political subdivision of the State of Oregon, hereinafter referred to as "County", and **\*\*\***, hereinafter referred to as "Contractor".

IT IS HEREBY AGREED by and between the parties above-mentioned, in consideration of the mutual promises hereinafter stated, as follows:

1. Contents of Agreement, Order of Interpretation. This Agreement is made up of this Personal Services Contract along with the following Exhibits:

Exhibit A	Contractors Scope of Work
Exhibit B	Request for Proposals
Exhibit C	Contractors Billing Rate Information

By this reference, the above listed Exhibits, all of which are attached hereto, are incorporated herein as if set out in full.

In case of conflict between the documents, this Personal Services Contract without the Exhibits shall control, followed by Exhibit A, followed by Exhibit B, followed by Exhibit C, in that order.

2. Effective Date. This Agreement is effective on the last date signed by the parties, below.
3. Completion Date. The completion date for this Agreement shall be no later than \_\_\_\_\_. By providing written notice to Contractor the County at its sole discretion may extend this Agreement up to two (2) times, each extension being for one (1) year.
4. Contractor's Services. Contractor agrees to provide services for the design and construction of a bridge at the confluence of the Little Clatskanie River (Apiary Road MP 8.4) near Rainier, Oregon. (the "Project"). The specific services to be provided are detailed in the Contractor's Scope of Work attached hereto as Exhibit A and the Request For Proposals ("RFP") which is attached hereto as Exhibit B.
5. Consideration County shall pay Contractor on a fee-for-service basis according to the rates, as set forth in Exhibit C, in an amount not to exceed \$\_\_\_\_\_, said amount to be the complete compensation to Contractor for the services performed under this Agreement. This fee shall include all expenses. Unless otherwise agreed to in writing by the parties, payment shall be made monthly based on invoices submitted by Contractor. This Agreement is subject to the appropriation of funds by County, and/or the receipt of funds from state and federal sources. In the event sufficient funds shall not be appropriated, and/or received, by County for the payment of consideration required to be paid under this Agreement, then County may terminate this Agreement in accordance with Section 17 of this Agreement.
6. Contract Representatives. Contract representatives for this Agreement shall be:

FOR COUNTY

FOR CONTRACTOR

Mike Russell, Director  
Columbia County Public Works  
1054 Oregon Street  
St. Helens, OR 97501  
(503) 397-5090  
michael.russell@co.columbia.or.us

All correspondence shall be sent to the above addressees when written notification is necessary. Contract representatives can be changed by providing written notice to the other party at the address listed.

7. Permits - Licenses. Unless otherwise specified, Contractor shall procure all permits and licenses, pay all charges and fees and give all notices necessary for performance of this Agreement prior to commencement of work.
8. Compliance with Codes and Standards. It shall be the Contractor's responsibility to demonstrate compliance with all applicable building, health and sanitation laws and codes, and with all other applicable Federal, State and local acts, statutes, ordinances, regulations, provisions and rules. Contractor shall engage in no activity which creates an actual conflict of interest or violates the Code of Ethics as provided by ORS Chapter 244, or which would create a conflict or violation if Contractor were a public official as defined in ORS 244.020.
9. Reports. Contractor shall provide County with periodic reports about the progress of the project at the frequency and with the information as prescribed by the County.
10. Independent Contractor. Contractor is engaged hereby as an independent contractor and shall not be considered an employee, agent, partner, joint venturer or representative of County for any purpose whatsoever. County does not have the right of direction or control over the manner in which Contractor delivers services under this Agreement and does not exercise any control over the activities of the Contractor, except that the services must be performed in a manner that is consistent with the terms of this Agreement. County shall have no obligation with respect to Contractor's debts or any other liabilities of Contractor. Contractor shall be responsible for furnishing all equipment necessary for the performance of the services required herein. In addition:
  - A. Contractor will be solely responsible for payment of any Federal or State taxes required as a result of this Agreement.
  - B. This Agreement is not intended to entitle Contractor to any benefits generally granted to County employees. Without limitation, but by way of illustration, the benefits which are not intended to be extended by this Agreement to the Contractor are vacation, holiday and sick leave, other leaves with pay, tenure, medical and dental coverage, life and disability insurance, overtime, social security, workers' compensation, unemployment compensation, or retirement benefits (except insofar as benefits are otherwise required by law if the Contractor is presently a member of the Public Employees Retirement System).
  - C. The Contractor is an independent contractor for purposes of the Oregon workers' compensation law (ORS Chapter 656) and is solely liable for any workers' compensation coverage under this Agreement. If the Contractor has the assistance of other persons in the performance of the Agreement, the Contractor shall qualify and remain qualified for the

term of this Agreement as a carrier-insured or self-insured employer under ORS 656.407. If the Contractor performs this Agreement without the assistance of any other person, unless otherwise agreed to by the parties, Contractor shall apply for and obtain workers' compensation insurance for himself or herself as a sole proprietor under ORS 656.128.

11. Statutory Provisions. Pursuant to the requirements of ORS Chapter 279C and Article XI, Section 10 of the Oregon Constitution, the following terms and conditions are made a part of this Agreement:
  - A. Employees shall be paid at least time and a half for all overtime worked in excess of 40 hours in any one week, except for individuals under this Agreement who are excluded under ORS 653.010 to 653.261 or under 29 U.S.C. Sections 201 to 209 from receiving overtime.
  - B. All subject employers working under this Agreement are either employers that will comply with ORS 656.017 or employers that are exempt under ORS 656.126.
  - C. This Agreement is expressly subject to the debt limitation of Oregon counties set forth in Article XI, Section 10 of the Oregon Constitution, and is contingent upon funds being appropriated therefor. Any provisions herein which would conflict with law are deemed inoperative to that extent.
12. Non-Discrimination. Contractor agrees that no person shall, on the grounds of race, color, creed, national origin, sex, marital status, handicap or age, suffer discrimination in the performance of this Agreement when employed by Contractor. Contractor certifies that it has not discriminated and will not discriminate, in violation of ORS 279A.110, against any minority, women or emerging small business enterprise certified under ORS 200.055, or a business enterprise that is owned or controlled by or that employs a disabled veteran, as defined in ORS 408.225 in obtaining any required subcontract.
13. Assignment; Subcontracts. Contractor shall not assign, subcontract or delegate the responsibility for providing services hereunder to any other person, firm or corporation without the express written permission of the County, except as provided in Contractor's Proposal.
14. Nonwaiver. The failure of the County to enforce any provision of this Agreement shall not constitute a waiver by the County of that or any other provision of the Agreement.
15. Indemnity. Contractor shall indemnify, defend, save, and hold harmless the County, its officers, agents and employees, from any and all claims, suits or actions of any nature, including claims of injury to any person or persons or of damage to property, caused directly or indirectly by reason any error, omission, negligence, or wrongful act by Contractor, its officers, agents and/or employees arising out the performance of this agreement. This indemnity does not apply to claims, suits or actions arising solely out of the negligent acts or omissions of the County, its officers, agents or employees.
16. Insurance. For the duration of the Contract, Contractor shall, at its own expense, purchase and maintain from a company or companies licensed to do business in the State of Oregon, the following insurance with limits not less than those indicated, or greater if required by law:
  - A. Workers' compensation and employer's liability insurance meeting statutory limits

mandated by state and federal laws. Employer's liability insurance with coverage limits of not less than \$500,000 must be included.

- B. Commercial General Liability Insurance covering bodily injury, death, and property damage in the amount of \$2,000,000 per occurrence (for all claimants for claims arising out of a single accident or occurrence). This insurance shall include personal injury liability, products and completed operations.
  - C. Automobile Liability Insurance covering all owned, non-owned and hired vehicles. This coverage may be written in combination with the Commercial General Liability Insurance (with separate limits for "Commercial General Liability" and "Automobile Liability"). Automobile Liability Insurance must be in an amount of not less than \$2,000,000 per occurrence (for all claimants for claims arising out of a single accident or occurrence).
  - D. Professional liability insurance covering claims made at any time prior, during or subsequent to the completion of the Architect's services with a limit of not less than \$2,000,000.
  - E. The Commercial General Liability Insurance and the Automobile Liability Insurance must include Columbia County, its officers, agents and employees as Additional Insureds.
  - F. If any of the required insurance policies is on a "claims made" basis, such as professional liability insurance, the contractor shall maintain either "tail" coverage or continuous "claims made" liability coverage, provided the effective date of the continuous "claims made" coverage is on or before the effective date of the contract, for a minimum of twenty-four (24) months following the later of: (i) the contractor's completion and County's acceptance of all services required under the contract, or (ii) the expiration of all warranty periods provided under the contract. Notwithstanding the foregoing twenty-four (24) month requirement, if the contractor elects to maintain "tail" coverage and if the maximum time period "tail" coverage reasonably available in the marketplace is less than the twenty-four (24) month period described above, then the contractor may request and County may grant approval of the maximum "tail" coverage period reasonably available in the marketplace. If County approval is granted, the contractor shall maintain "tail" coverage for the maximum time that "tail" coverage is reasonably available in the marketplace. \*The contractor or its insurer must provide thirty (30) days' written notice to County before cancellation of, material change to, potential exhaustion of aggregate limits of, or non-renewal of the required insurance coverage(s).
  - G. Contractor shall provide certificate(s) of insurance for all required insurance before the contractor performs under the contract. The certificate(s) shall be accompanied by an Additional Insured Endorsement naming Columbia County, its officers, agents and employees as additional insureds. For insurance on a "claims made" basis, the certificate(s) of insurance shall specify the extended reporting period applicable to "tail" or continuous "claims made" coverage.
17. Termination. This Agreement may be terminated at any time in whole or in part by mutual consent of both parties, or by either party, with or without cause, upon thirty (30) days advance written notice delivered by registered or certified mail, or in person, to the other party. The County may

terminate this Agreement, effective upon delivery of written notice to Contractor, or at such later date as may be established by the County under the following conditions:

- A. If Contractor fails to perform the work in a manner satisfactory to County.
- B. If any license or certificate required by law or regulation to be held by Contractor to provide the services required by this Agreement is for any reason denied, revoked, or not renewed.
- C. If funding becomes inadequate to allow the work to continue in accordance with the project schedule.

In case of termination, Contractor shall be required to repay to County the amount of any funds advanced to Contractor which Contractor has not earned or expended through the provision of services in accordance with this Agreement. However, Contractor shall be entitled to retain all costs incurred and fees earned by Contractor prior to that termination date, and any amounts remaining due shall be paid by County not to exceed the maximum amount stated above and decreased by any additional costs incurred by County to correct the work performed.

The rights and remedies of the County related to any breach of this Agreement by Contractor shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Agreement. Any termination of this Agreement shall be without prejudice to any obligations or liabilities of either party already accrued before such termination.

18. Time of the Essence. The parties agree that time is of the essence in this Agreement. However, the parties also agree that the schedules defined in the scope of work is subject to change and that Contractor will perform services with diligence and expediency consistent with sound professional practices to meet defined schedules.

19. Drawings, Specifications and Other Documents.

- A. **Document Ownership:** All documents of any nature and/or electronic data including, but not limited to, working papers, reports, material necessary to understand the documents and/or data, drawings, works of art and photographs, produced, prepared and/or compiled by Contractor pursuant to this Agreement are the property of County, and it is agreed by the parties that such documents are works made for hire. Contractor hereby conveys, transfers, and grants to County all rights of reproduction and the copyright to all such documents.
- B. **Records Maintenance:** Contractor shall maintain complete and accurate records of all services performed and all documents produced under this Contract for six years after completion or abandonment of the Project. Consultant shall make these records available to County upon reasonable notice.
- C. **Delivery of Project Records:** Upon County's written request, or within 90 days after the completion date or other termination of this Agreement and at no cost to County, Contractor shall promptly deliver to County all Project records, including all

administrative documents produced, compiled, or maintained by Contractor as a part of the Services provided for the Project, including the following:

- i One reproducible hard copy set and one electronic set of the construction and permit documents, including the bidding requirements, specifications, and cost estimates for the Project;
  - ii One set of fixed image pdf files of the drawings that comprise the construction and permit documents;
  - iii One set of non-fixed image CADD and/or REVIT drawing files of the plans for the Project; and
  - iv All final or draft, studies, reports, calculations, drawings, maps, models, photographs, technology data, and documents prepared by Consultant under this Contract. Such documents shall be provided in pdf format as well as in their native file formats.
20. Mediation. In the event of a dispute between the parties arising out of or relating to this Agreement, the parties agree to submit such dispute to a mediator agreed to by both parties as soon as practicable after the dispute arises, and preferably before commencement of litigation or any permitted arbitration. The parties agree to exercise their best efforts in good faith to resolve all disputes in mediation.
21. Choice of Law. This Agreement shall be governed by the laws of the State of Oregon.
22. Venue. Venue relating to this Agreement shall be in the Circuit Court of the State of Oregon for Columbia County, located in St. Helens, Oregon.
23. Attorney's Fees. In the event an action, suit or proceeding, including appeal therefrom, is brought for failure to observe any of the terms of this Agreement, each party shall be responsible for its own attorney's fees, expenses, costs and disbursements for said action, suit, proceeding or appeal.
24. Severability. Should any provision or portion thereof of this Agreement at any time be in conflict with any law, ruling or regulation, or be unenforceable for any reason, then such provision shall continue in effect only to the extent that it remains valid. In the event any provision of this Agreement becomes less than fully operative or is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and the remaining portion of that provision and all other provisions of this Agreement shall, nevertheless, remain in full force and effect.
25. Tax Compliance. As required by ORS 279B.045, Contractor represents and warrants that Contractor has complied with the tax laws of this state and all political subdivisions of this state, including but not limited to ORS 305.620 and ORS Chapters 316, 317, and 318. Contractor shall continue to comply with the tax laws of this state and all political subdivisions of this state during the term of the public contract. Contractor's failure to comply with the tax laws of this state or a political subdivision of this state before the Contractor executes this Agreement or during the term of this Agreement is a default for which County may terminate this Agreement and seek

damages and other relief available under the terms of this Agreement or under applicable law. Contractor hereby certifies, under penalty of perjury, as provided in ORS 305.385(6), that to Contractor's knowledge, Contractor is not in violation of any of the tax laws of this state or political subdivision of this state, including but not limited to ORS 305.380(4).

- 26. No Third-Party Rights. This Agreement is solely for the benefit of the parties to this Agreement. Rights and obligations established under this Agreement are not intended to benefit any person or entity not a signatory hereto.
- 27. Counterparts. This Agreement may be executed in several counterparts (facsimile or otherwise), all of which when taken together shall constitute one agreement binding on all Parties, notwithstanding that all Parties are not signatories to the same counterpart. Each copy of this Agreement so executed shall constitute an original.
- 28. Electronic Signatures. The Parties agree that signatures showing on PDF documents, including but not limited to PDF copies of the Agreement and amendments, submitted or exchanged via email are "Electronic Signatures" under ORS Chapter 84 and bind the signing Party and are intended to be and can be relied upon by the Parties. County reserves the right at any time to require the submission of the hard copy originals of any documents.
- 29. ENTIRE AGREEMENT. THIS AGREEMENT (INCLUDING THE EXHIBITS) CONSTITUTES THE ENTIRE AGREEMENT BETWEEN THE PARTIES. NO WAIVER, CONSENT, MODIFICATION OR CHANGE OF TERMS OF THIS AGREEMENT SHALL BIND EITHER PARTY UNLESS IN WRITING AND SIGNED BY BOTH PARTIES. SUCH WAIVER, CONSENT, MODIFICATION OR CHANGE, IF MADE, SHALL BE EFFECTIVE ONLY IN THE SPECIFIC INSTANCE AND FOR THE SPECIFIC PURPOSE GIVEN. THERE ARE NO UNDERSTANDINGS, AGREEMENTS, OR REPRESENTATIONS, ORAL OR WRITTEN, NOT SPECIFIED HEREIN REGARDING THIS AGREEMENT. CONTRACTOR, BY THE SIGNATURE OF ITS AUTHORIZED REPRESENTATIVE(S) BELOW, HEREBY ACKNOWLEDGES THAT IT HAS READ THIS AGREEMENT, UNDERSTANDS IT AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS.

IN WITNESS WHEREOF, the parties have executed this Contract that shall be effective as of the last date written below.

**CONTRACTOR**

**BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON**

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

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

Kellie Jo Smith, Chair

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

Date: \_\_\_\_\_

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

Casey Garrett, Commissioner

Approved as to form

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

Margaret Magruder, Commissioner

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

Office of County Counsel

Date: \_\_\_\_\_



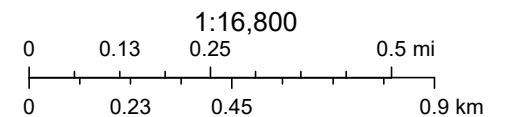
# Apiary Road MP 8.4 - Little Clatskanie River Confluence



3/28/2025, 3:31:14 PM

- Taxlots
- Sections
- Township & Range
- Local Roads
- Collector & Arterial Roads
- Green: Band\_2
- Blue: Band\_3
- Red: Band\_1

Oregon State Aerial - 2022



National Geographic, Esri, Garmin, HERE, UNEP-WCMC, USGS, NASA, ESA, METI, NRCAN, GEBCO, NOAA, increment P Corp.

Columbia County, OR



April 14, 2025

ALL PLANHOLDERS

Re: **ADDENDUM No. 1 – Request for Proposals S-C00055-00013418  
Engineering and Related Services for Bridge Installation Little Clatskanie River  
Confluence (Apiary Road MP 8.4)**

Dear Planholders,

This is Addendum No. 1 for the Request for Proposals (RFP) S-C00055-00013418 for Engineering and Related Services for Bridge Installation Little Clatskanie River Confluence (Apiary Road MP 8.4), which was released on April 07, 2025.

The RFP references 30% design plans that have already been completed and which will form the basis of the final design for this crossing. These plans were not included in the RFP. They are attached to this addendum, for reference.

We have also received questions about the budget for this project. Design budget for this project is between \$180,000 and \$250,000. However, pricing will not be considered until contract negotiations begin between the Public Works Department and the most qualified consultant, as determined by assessment of submitted proposals.

Please be sure to sign and acknowledge this Addendum and include with any submitted proposal.

Thank you.

Grant DeJongh

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**Acknowledgement** – By signing below, I acknowledge the modification(s) represented above to Request for Proposals No. S-C00055-00013418 for Engineering and Related Services for Bridge Installation Little Clatskanie River Confluence (Apiary Road MP 8.4).

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Signature

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Date

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Name



**GENERAL NOTES:**

Provide all materials and perform all work according to the 2021 Oregon Standard Specifications for Construction.

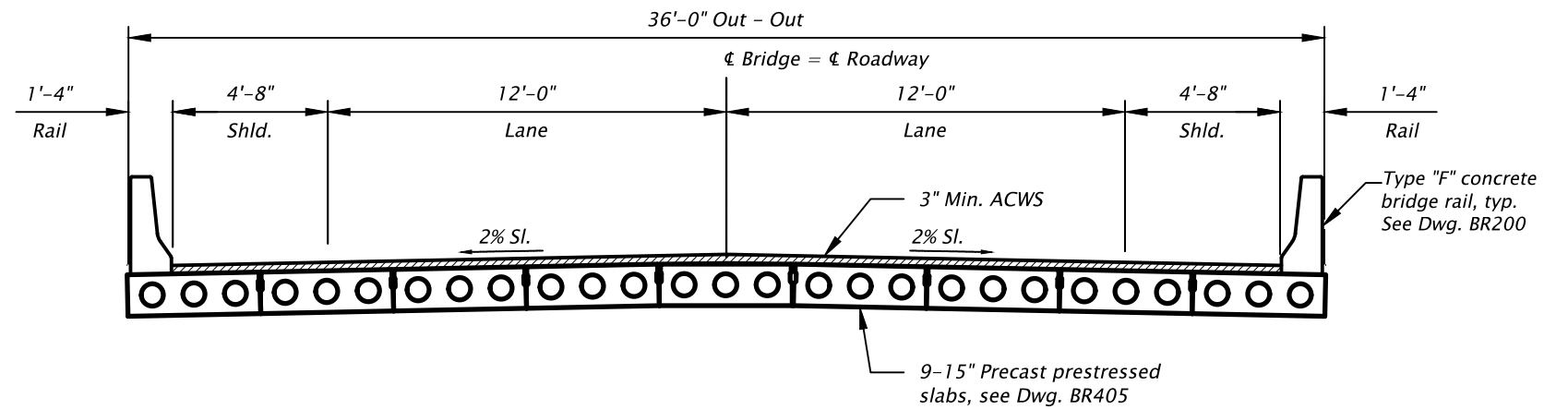
Bridge is designed in accordance with the 2017 AASHTO LRFD Bridge Design Specifications (including interim revisions) and the 2020 ODOT Bridge Design Manual (BDM), updated June 2020.

Gradeline diagram to be provided in the final design phase. The structure is laid out to match existing grade.

**CONSTRUCTION SEQUENCE:**

Construct using staged construction.

1. Install traffic control to provide one lane, two-way traffic.
2. Install piles through existing roadway.
3. Install temporary jump spans over new abutment cap excavation. Form and pour abutment caps.
4. Close bridge to all traffic for up to four weeks.
5. Remove existing culverts and reconstruct streambed.
6. Place slabs with precast, integral concrete bridge rail.
7. Form and pour scour wall and wingwalls.
8. Construct approach guardrail and top lift paving.
9. Open to traffic.




**TYPICAL SECTION**

Scale: 3/16" = 1'-0"

STRUCTURE NO.	---
BDS DWG NO.	---
CALC. BOOK	---
HWY:	
M.P.:	8.4
COUNTY	Columbia
DATE	12/2020

**DESIGN ACCEPTANCE  
PLANS  
INFORMATION ONLY**

<b>COLUMBIA COUNTY SOIL &amp; WATER CONSERVATION DISTRICT</b>	
 <b>DAVID EVANS AND ASSOCIATES INC.</b> 530 Center Street N.E., Suite 605 Salem Oregon 97301 Phone: 503.361.8635	
LITTLE CLATSKANIE RIVER, APIARY ROAD	
<b>APIARY RD CULVERT MILEPOST 8.4 REPLACEMENT</b> APIARY ROAD COLUMBIA COUNTY	
Designer: Makenzie Ellett	Reviewer: Amanda Blankenship
Drafter: Jim Culpepper	Checker: Craig Shike
<b>GENERAL NOTES AND TYPICAL SECTION</b>	SHEET NO. JA02



April 23, 2025

ALL PLANHOLDERS

Re: **ADDENDUM No. 2 – Request for Proposals S-C00055-00013418  
Engineering and Related Services for Bridge Installation Little Clatskanie River  
Confluence (Apiary Road MP 8.4)**

Dear Planholders,

This is Addendum No. 2 for the Request for Proposals (RFP) S-C00055-00013418 for Engineering and Related Services for Bridge Installation Little Clatskanie River Confluence (Apiary Road MP 8.4), which was released on April 07, 2025.

The RFP, in Section 1.5.4, number 5, references a capacity summary form available on the ODOT website. This form is no longer available. As such, the requirement that this form be submitted is removed.

We also received questions regarding whether resumes would count towards the page limit of the RFP. Resumes will not be counted towards the RFP page count.

Please be sure to sign and acknowledge this Addendum and include with any submitted proposal.

Thank you.

Grant DeJongh

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**Acknowledgement** – By signing below, I acknowledge the modification(s) represented above to Request for Proposals No. S-C00055-00013418 for Engineering and Related Services for Bridge Installation Little Clatskanie River Confluence (Apiary Road MP 8.4).

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name

# Exhibit 3

## Contractors Billing Rate Information

C120-2025 Personal Services Contract with David Evans and Associates, Inc for Engineering & Related Services Bridge Installation Little Clatskanie River Confluence (Apiary Road MP 8.4)

SUMMARY OF ESTIMATE FOR SERVICES  
 LABOR HOURS / COSTS BY TASK  
 Attachment A

David Evans and Associates, Inc.

Date: 08/11/25

Classifications	Project Management			Environmental			Utilities	Hydraulics/Stormwater			Roadway/Traffic/Signing/Striping/Erosion Control/Site					
	Project Manager IV	Project Manager I	Project Coordinator V	Project Manager II	Scientist IV	Scientist IV	GIS Analyst IV	Project Manager I	Engineer VI	Project Manager IV	Engineering Designer I	Project Coordinator IV	Engineer IV		Engineering Designer I	Engineer VI
<b>Task 1.0 Project Management</b>																
1.1 Project Management	59	6	30													
<b>Total Task 1 Hours</b>	59	6	30	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Task 1 Cost</b>	\$ 14,200.60	\$ 943.24	\$ 4,213.11	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Task 2.0 Coordination</b>																
2.1 County Coordination Meetings	9															
2.2 Kick-Off Meeting	8			6					4				6			
2.3 Traffic Impacts & Construction Approach Working Sessions (RESERVED)																
2.4 Project Development Meetings	8												3			
<b>Total Task 2 Hours</b>	25	0	0	6	0	0	0	0	4	0	0	0	9	0	0	0
<b>Total Task 2 Cost</b>	\$ 6,017.20	\$ -	\$ -	\$ 1,132.40	\$ -	\$ -	\$ -	\$ -	\$ 968.36	\$ -	\$ -	\$ -	\$ 1,509.26	\$ -	\$ -	\$ -
<b>Task 3.0 Surveying &amp; Mapping</b>																
3.1 Survey Research (RESERVED)																
3.2 Survey Control (RESERVED)																
3.3 Monument Recovery (RESERVED)																
3.4 Topographic Data																
3.5 Utilities Features (RESERVED)																
<b>Total Task 3 Hours</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Task 3 Cost</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Task 4.0 Environmental Compliance/Permitting</b>																
4.1 Wetland/Waters Delineation Report				12	34		12									
4.2 Fish Passage Plan				12		18	2		2							
4.3 Joint Permit Applications (JPA) (CONTINGENCY)				24	32		6					2				
4.4 Cultural Resources Site Survey																
4.4.1 Archaeological Resources																
4.4.2 Shovel Testing (CONTINGENCY)																
4.4.3 Historic Resources (CONTINGENCY)																
4.4.4 Cultural Resource Survey Report																
<b>Total Task 4 Hours</b>	0	0	0	48	66	18	20	0	2	0	0	0	2	0	0	0
<b>Total Task 4 Cost</b>	\$ -	\$ -	\$ -	\$ 9,059.19	\$ 10,464.17	\$ 3,073.39	\$ 3,353.90	\$ -	\$ 484.18	\$ -	\$ -	\$ -	\$ 335.39	\$ -	\$ -	\$ -
<b>Task 6.0 Right-of-Way (RESERVED)</b>																
6.1 Programming Cost Estimate (RESERVED)																
6.2 General Information Notices (RESERVED)																
6.3 Title Reports & Document Requests (RESERVED)																
6.4 Appraisals & Appraisal Reviews Coordination (RESERVED)																
6.5 Negotiation & Final Offer (RESERVED)																
6.6 Right-of-Way Engineering (Mapping & Descriptions) (RESERVED)																
6.7 Right-of-Way Staking (RESERVED)																
<b>Total Task 6 Hours</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Task 6 Cost</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Task 7.0 Geotechnical Investigations/Analysis/Design</b>																
7.1 Site Reconnaissance & Field Explorations																
7.2 Laboratory Testing																
7.3 Geotechnical Analysis & Design																
7.4 Pavement Design (RESERVED)																
7.5 Geotechnical & Pavement Design Report & Foundation Data Sheets																
<b>Total Task 7 Hours</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Task 7 Cost</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Task 8.0 Bridge Hydraulics, Stormwater/Surface Water Plan &amp; Report</b>																
8.1 Bridge Hydraulic Study									17	3	20	1				
8.2 Final Hydraulic Report									6	3	6	1				
8.3 Stormwater Management Report									22	3	35	1	6			
8.4 Final Stormwater Management Report									7	3	10	1	2			
<b>Total Task 8 Hours</b>	0	0	0	0	0	0	0	0	52	12	71	4	8	0	0	0
<b>Total Task 8 Cost</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,588.71	\$ 3,080.71	\$ 8,291.15	\$ 500.04	\$ 1,341.56	\$ -	\$ -	\$ -

David Evans and Associates, Inc.  
 Little Clatskanie River Confluence (Apiary Rd MP 8.4) Project

SUMMARY OF ESTIMATE FOR SERVICES  
 LABOR HOURS / COSTS BY TASK  
 Attachment A

**David Evans and Associates, Inc.**

Date: 08/11/25

Classifications	Project Management			Environmental				Utilities	Hydraulics/Stormwater			Roadway/Traffic/Signing/Striping/Erosion Control/Site					
	Billing Rates	\$240.69	\$157.21	\$140.44	\$188.73	\$158.55	\$170.74	\$167.70	\$165.56	\$242.09	\$256.73	\$116.78	\$125.01	\$167.70		\$123.48	\$253.07
	Project Manager IV	Project Manager I	Project Coordinator V	Project Manager II	Scientist IV	Scientist IV	GIS Analyst IV	Project Manager I	Engineer VI	Project Manager IV	Engineering Designer I	Project Coordinator IV	Engineer IV	Engineering Designer I	Engineer VI	Project Manager IV	
<b>Task 11.0 Advance (90%) PS&amp;E</b>																	
11.1	Advance (90%) Roadway, Signing & Striping, & Stormwater PS&E				2					4	2	18			60	100	2
11.2	Advance (90%) Traffic Control PS&E														25	25	2
11.3	Advance (90%) Erosion Control & Site Restoration PS&E				2										17	32	2
11.4	Advance (90%) Temporary Water Management PS&E				2					2	1	8			2	8	1
11.5	Advance (90%) Bridge PS&E	8	1		2												7
11.6	Advance (90%) Constructability Review & Construction Schedule	4															
11.7	Advance (90%) Waterway Enhancements PS&E									12	4	18			4		
11.8	Design Criteria Memo	4			3				1	3					3		
	<b>Total Task 11 Hours</b>	<b>16</b>	<b>1</b>	<b>0</b>	<b>11</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>21</b>	<b>7</b>	<b>44</b>	<b>0</b>	<b>111</b>	<b>165</b>	<b>7</b>	<b>7</b>
	<b>Total Task 11 Cost</b>	<b>\$ 3,851.01</b>	<b>\$ 157.21</b>	<b>\$ -</b>	<b>\$ 2,076.06</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 165.56</b>	<b>\$ 5,083.90</b>	<b>\$ 1,797.08</b>	<b>\$ 5,138.17</b>	<b>\$ -</b>	<b>\$ 18,614.15</b>	<b>\$ 20,374.94</b>	<b>\$ 1,771.47</b>	<b>\$ 1,637.86</b>
<b>Task 12.0 Final (100%) PS&amp;E</b>																	
12.1	Final (100%) Roadway, Signing & Striping, & Stormwater PS&E									4	2	4			30	60	2
12.2	Final (100%) Traffic Control PS&E														5	10	1
12.3	Final (100%) Erosion Control & Site Restoration PS&E														15	15	2
12.4	Final (100%) Temporary Water Management PS&E									1	1	2			2	4	1
12.5	Final (100%) Bridge PS&E	4															3
12.6	Final (100%) Constructability Review & Construction Schedule	2															
12.7	Final (100%) Waterway Enhancements PS&E									1	1	2					
	<b>Total Task 12 Hours</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>4</b>	<b>8</b>	<b>0</b>	<b>52</b>	<b>89</b>	<b>6</b>	<b>3</b>
	<b>Total Task 12 Cost</b>	<b>\$ 1,444.13</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,452.54</b>	<b>\$ 1,026.90</b>	<b>\$ 934.21</b>	<b>\$ -</b>	<b>\$ 8,720.14</b>	<b>\$ 10,990.12</b>	<b>\$ 1,518.40</b>	<b>\$ 701.94</b>
<b>Task 13.0 Utility Coordination</b>																	
13.1	Utility Coordination								36								
	<b>Total Task 13 Hours</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>36</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Task 13 Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,960.19</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Subtotal (NON CONTINGENCY and CONTINGENCY)</b>																	
<b>Subtotal CONTINGENCY</b>																	
<b>Task XX.0 Design Phase Extra Work as Authorized</b>																	
XX	Extra Work as Authorized																
	<b>Total Task XX Cost</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Subtotal with Extra Work as Authorized</b>																	
<b>PROJECT SUMMARY (Excluding Extra Work as Authorized)</b>																	
	<b>Total Project Hours</b>	<b>106</b>	<b>7</b>	<b>30</b>	<b>65</b>	<b>66</b>	<b>18</b>	<b>20</b>	<b>37</b>	<b>85</b>	<b>23</b>	<b>123</b>	<b>4</b>	<b>182</b>	<b>254</b>	<b>13</b>	<b>10</b>
	<b>Total Salary Cost</b>	<b>\$ 25,512.93</b>	<b>\$ 1,100.45</b>	<b>\$ 4,213.11</b>	<b>\$ 12,267.65</b>	<b>\$ 10,464.17</b>	<b>\$ 3,073.39</b>	<b>\$ 3,353.90</b>	<b>\$ 6,125.75</b>	<b>\$ 20,577.70</b>	<b>\$ 5,904.69</b>	<b>\$ 14,363.53</b>	<b>\$ 500.04</b>	<b>\$ 30,520.49</b>	<b>\$ 31,365.06</b>	<b>\$ 3,289.87</b>	<b>\$ 2,339.80</b>
	<b>Total Direct, Non-Labor Expenses Cost</b>																
	<b>Total DEA Cost</b>																

SUMMARY OF ESTIMATE FOR SERVICES  
 LABOR HOURS / COSTS BY TASK  
 Attachment A

David Evans and Associates, Inc.

Date: 08/11/25

Classifications	Bridge			CADD			Specifications	Constructability	DEA Totals				Subconsultants				Task Total	
	\$163.18	\$160.32	\$133.61	\$197.09	\$164.65	\$173.79	\$150.62	\$205.50	DEA Hours Total	DEA Staff Total	DEA Expenses	DEA Total	AINW	FEI	KLS	Subconsultant Expenses		
<b>Task 1.0 Project Management</b>																		
1.1	Project Management								95	\$ 19,356.94		\$ 19,356.94	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,356.94
	<b>Total Task 1 Hours</b>								95									
	<b>Total Task 1 Cost</b>									\$ 19,356.94	\$ -	\$ 19,356.94	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,356.94
<b>Task 2.0 Coordination</b>																		
2.1	County Coordination Meetings								9	\$ 2,166.19		\$ 2,166.19	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,166.19
2.2	Kick-Off Meeting								37	\$ 7,307.51	\$ 231.00	\$ 7,538.51	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,538.51
2.3	Traffic Impacts & Construction Approach Working Sessions (RESERVED)								0	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2.4	Project Development Meetings								19	\$ 3,846.68		\$ 3,846.68	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,846.68
	<b>Total Task 2 Hours</b>								65									
	<b>Total Task 2 Cost</b>									\$ 13,320.38	\$ 231.00	\$ 13,551.38	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,551.38
<b>Task 3.0 Surveying &amp; Mapping</b>																		
3.1	Survey Research (RESERVED)								0	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
3.2	Survey Control (RESERVED)								0	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
3.3	Monument Recovery (RESERVED)								0	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
3.4	Topographic Data								0	\$ -		\$ -	\$ -	\$ 6,780.00	\$ 74.20	\$ 6,854.20		
3.5	Utilities Features (RESERVED)								0	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
	<b>Total Task 3 Hours</b>								0									
	<b>Total Task 3 Cost</b>									\$ -	\$ -	\$ -	\$ -	\$ 6,780.00	\$ 74.20	\$ 6,854.20		
<b>Task 4.0 Environmental Compliance/Permitting</b>																		
4.1	Wetland/Waters Delineation Report								58	\$ 9,667.77	\$ 154.00	\$ 9,821.77	\$ -	\$ -	\$ -	\$ -	\$ 9,821.77	
4.2	Fish Passage Plan								34	\$ 6,157.76	\$ 77.00	\$ 6,234.76	\$ -	\$ -	\$ -	\$ -	\$ 6,234.76	
4.3	Joint Permit Applications (JPA) (CONTINGENCY)								79	\$ 13,401.39	\$ 154.00	\$ 13,555.39	\$ -	\$ -	\$ -	\$ -	\$ 13,555.39	
4.4	Cultural Resources Site Survey								0	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
4.4.1	Archaeological Resources								0	\$ -		\$ -	\$ 5,933.40	\$ -	\$ -	\$ 98.00	\$ 6,031.40	
4.4.2	Shovel Testing (CONTINGENCY)								0	\$ -		\$ -	\$ 15,303.90	\$ -	\$ -	\$ 966.00	\$ 16,269.90	
4.4.3	Historic Resources (CONTINGENCY)								0	\$ -		\$ -	\$ 8,287.00	\$ -	\$ -	\$ 98.00	\$ 8,385.00	
4.4.4	Cultural Resource Survey Report								0	\$ -		\$ -	\$ 9,151.50	\$ -	\$ -	\$ -	\$ 9,151.50	
	<b>Total Task 4 Hours</b>								171									
	<b>Total Task 4 Cost</b>									\$ 29,226.92	\$ 385.00	\$ 29,611.92	\$ 38,675.80	\$ -	\$ -	\$ 1,162.00	\$ 69,449.72	
<b>Task 6.0 Right-of-Way (RESERVED)</b>																		
6.1	Programming Cost Estimate (RESERVED)								0	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
6.2	General Information Notices (RESERVED)								0	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
6.3	Title Reports & Document Requests (RESERVED)								0	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
6.4	Appraisals & Appraisal Reviews Coordination (RESERVED)								0	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
6.5	Negotiation & Final Offer (RESERVED)								0	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
6.6	Right-of-Way Engineering (Mapping & Descriptions) (RESERVED)								0	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
6.7	Right-of-Way Staking (RESERVED)								0	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
	<b>Total Task 6 Hours</b>								0									
	<b>Total Task 6 Cost</b>									\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
<b>Task 7.0 Geotechnical Investigations/Analysis/Design</b>																		
7.1	Site Reconnaissance & Field Explorations								0	\$ -		\$ -	\$ -	\$ 9,559.18	\$ -	\$ 10,725.50	\$ 20,284.68	
7.2	Laboratory Testing								0	\$ -		\$ -	\$ -	\$ 648.24	\$ -	\$ 1,860.00	\$ 2,508.24	
7.3	Geotechnical Analysis & Design								0	\$ -		\$ -	\$ -	\$ 5,129.51	\$ -	\$ -	\$ 5,129.51	
7.4	Pavement Design (RESERVED)								0	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
7.5	Geotechnical & Pavement Design Report & Foundation Data Sheets								0	\$ -		\$ -	\$ -	\$ 8,506.65	\$ -	\$ -	\$ 8,506.65	
	<b>Total Task 7 Hours</b>								0									
	<b>Total Task 7 Cost</b>									\$ -	\$ -	\$ -	\$ -	\$ 23,843.58	\$ -	\$ 12,585.50	\$ 36,429.08	
<b>Task 8.0 Bridge Hydraulics, Stormwater/Surface Water Plan &amp; Report</b>																		
8.1	Bridge Hydraulic Study								44	\$ 7,867.64		\$ 7,867.64	\$ -	\$ -	\$ -	\$ -	\$ 7,867.64	
8.2	Final Hydraulic Report								17	\$ 3,222.18		\$ 3,222.18	\$ -	\$ -	\$ -	\$ -	\$ 3,222.18	
8.3	Stormwater Management Report								79	\$ 13,400.05		\$ 13,400.05	\$ -	\$ -	\$ -	\$ -	\$ 13,400.05	
8.4	Final Stormwater Management Report								27	\$ 4,788.15		\$ 4,788.15	\$ -	\$ -	\$ -	\$ -	\$ 4,788.15	
	<b>Total Task 8 Hours</b>								167									
	<b>Total Task 8 Cost</b>									\$ 29,278.02	\$ -	\$ 29,278.02	\$ -	\$ -	\$ -	\$ -	\$ 29,278.02	

SUMMARY OF ESTIMATE FOR SERVICES  
 LABOR HOURS / COSTS BY TASK  
 Attachment A

David Evans and Associates, Inc.

Date: 08/11/25

Classifications	Bridge			CADD			Specifications	Constructability	DEA Totals				Subconsultants				
	\$163.18	\$160.32	\$133.61	\$197.09	\$164.65	\$173.79	\$150.62	\$205.50	DEA Hours Total	DEA Staff Total	DEA Expenses	DEA Total	AINW	FEI	KLS	Subconsultant Expenses	Task Total
<b>Task 11.0 Advance (90%) PS&amp;E</b>																	
11.1						4			192	\$ 27,572.72		\$ 27,572.72	\$ -	\$ -	\$ -	\$ -	\$ 27,572.72
11.2									52	\$ 7,785.62		\$ 7,785.62	\$ -	\$ -	\$ -	\$ -	\$ 7,785.62
11.3									53	\$ 7,685.92		\$ 7,685.92	\$ -	\$ -	\$ -	\$ -	\$ 7,685.92
11.4						6			30	\$ 4,671.68		\$ 4,671.68	\$ -	\$ -	\$ -	\$ -	\$ 4,671.68
11.5	27	51	66	7	77		7	3	256	\$ 41,226.38		\$ 41,226.38	\$ -	\$ -	\$ -	\$ -	\$ 41,226.38
11.6								6	10	\$ 2,195.77		\$ 2,195.77	\$ -	\$ -	\$ -	\$ -	\$ 2,195.77
11.7						6			44	\$ 7,747.51		\$ 7,747.51	\$ -	\$ -	\$ -	\$ -	\$ 7,747.51
11.8		3						1	18	\$ 3,610.32		\$ 3,610.32	\$ -	\$ -	\$ -	\$ -	\$ 3,610.32
<b>Total Task 11 Hours</b>	<b>27</b>	<b>54</b>	<b>66</b>	<b>7</b>	<b>77</b>	<b>16</b>	<b>7</b>	<b>10</b>	<b>655</b>								
<b>Total Task 11 Cost</b>	<b>\$ 4,405.93</b>	<b>\$ 8,657.09</b>	<b>\$ 8,818.07</b>	<b>\$ 1,379.61</b>	<b>\$ 12,677.74</b>	<b>\$ 2,780.69</b>	<b>\$ 1,054.34</b>	<b>\$ 2,055.03</b>		<b>\$ 102,495.92</b>	<b>\$ -</b>	<b>\$ 102,495.92</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 102,495.92</b>
<b>Task 12.0 Final (100%) PS&amp;E</b>																	
12.1						2			104	\$ 15,242.56		\$ 15,242.56	\$ -	\$ -	\$ -	\$ -	\$ 15,242.56
12.2									16	\$ 2,326.39		\$ 2,326.39	\$ -	\$ -	\$ -	\$ -	\$ 2,326.39
12.3									32	\$ 4,873.83		\$ 4,873.83	\$ -	\$ -	\$ -	\$ -	\$ 4,873.83
12.4						2			13	\$ 2,162.35		\$ 2,162.35	\$ -	\$ -	\$ -	\$ -	\$ 2,162.35
12.5	11	21	27	3	32		3	1	105	\$ 16,951.04		\$ 16,951.04	\$ -	\$ -	\$ -	\$ -	\$ 16,951.04
12.6								4	6	\$ 1,303.39		\$ 1,303.39	\$ -	\$ -	\$ -	\$ -	\$ 1,303.39
12.7						2			6	\$ 1,079.96		\$ 1,079.96	\$ -	\$ -	\$ -	\$ -	\$ 1,079.96
<b>Total Task 12 Hours</b>	<b>11</b>	<b>21</b>	<b>27</b>	<b>3</b>	<b>32</b>	<b>6</b>	<b>3</b>	<b>5</b>	<b>282</b>								
<b>Total Task 12 Cost</b>	<b>\$ 1,795.01</b>	<b>\$ 3,366.64</b>	<b>\$ 3,607.39</b>	<b>\$ 591.26</b>	<b>\$ 5,268.67</b>	<b>\$ 1,042.76</b>	<b>\$ 451.86</b>	<b>\$ 1,027.51</b>		<b>\$ 43,939.50</b>	<b>\$ -</b>	<b>\$ 43,939.50</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 43,939.50</b>
<b>Task 13.0 Utility Coordination</b>																	
13.1									36	\$ 5,960.19		\$ 5,960.19	\$ -	\$ -	\$ -	\$ -	\$ 5,960.19
<b>Total Task 13 Hours</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>36</b>								
<b>Total Task 13 Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 5,960.19</b>	<b>\$ -</b>	<b>\$ 5,960.19</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,960.19</b>
<b>Subtotal (NON CONTINGENCY and CONTINGENCY)</b>									<b>1,471</b>	<b>\$ 243,577.87</b>	<b>\$ 616.00</b>	<b>\$ 244,193.87</b>	<b>\$ 38,675.80</b>	<b>\$ 23,843.58</b>	<b>\$ 6,780.00</b>	<b>\$ 13,821.70</b>	<b>\$ 327,314.95</b>
<b>Subtotal CONTINGENCY</b>										<b>\$ 13,401.39</b>	<b>\$ 154.00</b>	<b>\$ 13,555.39</b>	<b>\$ 23,590.90</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,064.00</b>	<b>\$ 38,210.29</b>
<b>Task XX.0 Design Phase Extra Work as Authorized</b>																	
XX									0	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Task XX Cost</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Subtotal with Extra Work as Authorized</b>									<b>1,471</b>	<b>\$ 243,577.87</b>	<b>\$ 616.00</b>	<b>\$ 244,193.87</b>	<b>\$ 38,675.80</b>	<b>\$ 23,843.58</b>	<b>\$ 6,780.00</b>	<b>\$ 13,821.70</b>	<b>\$ 327,314.95</b>

PROJECT SUMMARY (Excluding Extra Work as Authorized)										Totals	
Total Project Hours	38	90	93	10	121	42	10	24			1,471
Total Salary Cost \$	6,200.93	\$ 14,348.32	\$ 12,425.47	\$ 1,970.87	\$ 19,922.17	\$ 7,299.31	\$ 1,506.21	\$ 4,932.06			\$ 243,577.87
Total Direct, Non-Labor Expenses Cost											\$ 616.00
Total DEA Cost											\$ 244,193.87

David Evans and Associates, Inc.

Little Clatskanie River Confluence (Apiary Rd MP 8.4) Project

SUMMARY OF ESTIMATE FOR SERVICES  
LABOR HOURS / COSTS BY TASK  
Attachment A

Consulting Firm: **David Evans and Associates, Inc.**

Task #	Description	Basis of Estimate	Qty.	Unit Price	Amount
<b>NON-CONTINGENCY TASKS/DELIVERABLES</b>					
<b>2</b>	<b>Task 2.0 Coordination</b>				<b>\$231.00</b>
2.2	Kick Off Meeting	Mileage (roundtrip from Salem to Project Site)	220	\$0.70	\$154.00
2.3	Kick Off Meeting	Mileage (roundtrip from Portland to Project Site)	110	\$0.70	\$77.00
<b>4</b>	<b>Task 4.0 Environmental Compliance/Permitting</b>				<b>\$231.00</b>
4.1	Wetland/Waters Delineation Report	Mileage (roundtrip from Salem to Project Site)	220	\$0.70	\$154.00
4.2	Fish Passage Plan	Mileage (roundtrip from Portland to Project Site)	110	\$0.70	\$77.00
<b>TOTAL Non-Contingency</b>					<b>\$462.00</b>
<b>CONTINGENCY TASKS/DELIVERABLES</b>					
<b>4</b>	<b>Task 4.0 Environmental Compliance/Permitting</b>				<b>\$154.00</b>
C4.3	Joint Permit Applications (JPA) (CONTINGENCY)	Mileage (roundtrip from SLM to Project Site)	220	\$0.70	\$154.00
<b>TOTAL Contingency</b>					<b>\$154.00</b>
<b>TOTAL Non-Contingency + Contingency</b>					<b>\$616.00</b>

Little Clatskanie River Confluence (Apiary Rd MP 8.4) Project

SUMMARY OF ESTIMATE FOR SERVICES  
LABOR HOURS / COSTS BY TASK  
Attachment A

**Archaeological Investigations NW Inc. (AINW)**

		LABOR ONLY											
	Rate	204	204	145	126	145	136.5	117.6	100.8	204	119		
	Classifications	Senior PM/Senior Archaeologist	Senior PM/Sr. Architectural Historian/Sr. Historian	APM/Historian or APM/Architectural Historian	Historian or Architectural Historian	Assist. PM/Supervising Archaeologist	Supervising Archaeologist	Lab Manager/Crew Leader	Staff Archaeologist	GIS-Graphics	Project Admin./Proj. Assist./Research	Subconsultant Expenses	Task Total
<b>Task 4.0 Environmental Compliance/Permitting</b>													
4.4.1	Archaeological Resources	7.00	1.00				20.00		8.00	2.00	3.00	98.00	6,031.40
4.4.2	Shovel Testing (CONTINGENCY)	37.00					11.00	24.00	30.00	2.00		966.00	16,269.90
4.4.3	Historic Resources (CONTINGENCY)		8.00		40.00					5.00	5.00	98.00	8,385.00
4.4.4	Cultural Resource Survey Report	10.00	1.00		8.00		35.00			2.00	6.00		9,151.50
	<b>Total Task 4 Hours</b>	<b>54.00</b>	<b>10.00</b>	<b>0.00</b>	<b>48.00</b>	<b>0.00</b>	<b>66.00</b>	<b>24.00</b>	<b>38.00</b>	<b>11.00</b>	<b>14.00</b>		<b>265.00</b>
	<b>Total Task 4 Cost</b>	<b>\$ 11,016.00</b>	<b>\$ 2,040.00</b>	<b>\$ -</b>	<b>\$ 6,048.00</b>	<b>\$ -</b>	<b>\$ 9,009.00</b>	<b>\$ 2,822.40</b>	<b>\$ 3,830.40</b>	<b>\$ 2,244.00</b>	<b>\$ 1,666.00</b>	<b>\$ 1,162.00</b>	<b>\$ 39,837.80</b>
<b>Subtotal (NON CONTINGENCY and CONTINGENCY)</b>		<b>\$ 11,016.00</b>	<b>\$ 2,040.00</b>	<b>\$ -</b>	<b>\$ 6,048.00</b>	<b>\$ -</b>	<b>\$ 9,009.00</b>	<b>\$ 2,822.40</b>	<b>\$ 3,830.40</b>	<b>\$ 2,244.00</b>	<b>\$ 1,666.00</b>	<b>\$ 1,162.00</b>	<b>\$ 39,837.80</b>
<b>Subtotal with Extra Work as Authorized</b>		<b>\$ 11,016.00</b>	<b>\$ 2,040.00</b>	<b>\$ -</b>	<b>\$ 6,048.00</b>	<b>\$ -</b>	<b>\$ 9,009.00</b>	<b>\$ 2,822.40</b>	<b>\$ 3,830.40</b>	<b>\$ 2,244.00</b>	<b>\$ 1,666.00</b>	<b>\$ 1,162.00</b>	<b>\$ 39,837.80</b>

PROJECT SUMMARY (Excluding Extra Work as Authorized)	
Total Project Hours	265.00
Total Salary Cost \$	38,675.80
Total Direct, Non-Labor Expenses Cost \$	1,162.00
Total Sub Cost \$	39,837.80

Little Clatskanie River Confluence (Apiary Rd MP 8.4) Project

SUMMARY OF ESTIMATE FOR SERVICES  
LABOR HOURS / COSTS BY TASK  
Attachment A

Consulting Firm: <b>Archaeological Investigations NW Inc. (AINW)</b>					
<b>Task #</b>	<b>Description</b>	<b>Basis of Estimate</b>	<b>Qty.</b>	<b>Unit Price</b>	<b>Amount</b>
<b>NON-CONTINGENCY TASKS/DELIVERABLES</b>					
4	Task 4.0 Environmental Compliance/Permitting				<b>\$98.00</b>
4.4.1	Archaeological Resources				
	Mileage	Roundtrip from Portland to Apiary Road, Columbia County	140	\$0.70	\$98.00
<b>TOTAL Non-Contingency</b>					<b>\$98.00</b>
<b>CONTINGENCY TASKS/DELIVERABLES</b>					
4	Task 4.0 Environmental Compliance/Permitting				<b>\$1,064.00</b>
C.4.4.2	Shovel Testing				
	Mileage	Roundtrip from Portland to Apiary Road, Columbia County	280	\$0.70	\$196.00
	Shipping	Ship Artifact Collection to UOMNCH	1	\$50.00	\$50.00
	Archival Photos	Photo Prints to Curate at UOMNCH	1	\$20.00	\$20.00
	Curation Fee	UOMNCH Curation Fee (\$700 per 1 cubic foot)	1	\$700.00	\$700.00
C4.4.3	Historic Resources				
	Mileage	Roundtrip from Portland to Apiary Road, Columbia County	140	\$0.70	\$98.00
<b>TOTAL Contingency</b>					<b>\$1,064.00</b>
<b>TOTAL Non-Contingency + Contingency</b>					<b>\$1,162.00</b>

SUMMARY OF ESTIMATE FOR SERVICES  
LABOR HOURS / COSTS BY TASK  
Attachment A

Foundation Engineering, Inc. (FEI)

		LABOR ONLY											
	Rate	239.54	225.45	211.36	159.67	165.73	140.93	93.96					
	Classifications	Senior Consultant	Principal Engineer	Senior Engineer	Senior Geologist	Senior Project Engineer	Project Engineer	Clerical				Subconsultant Expenses	Task Total
<b>Task 7.0 Geotechnical Investigations/Analysis/Design</b>													
7.1	Site Reconnaissance & Field Explorations		5.00	5.00	5.00		42.00	7.00				10,725.50	20,284.68
7.2	Laboratory Testing		1.00				3.00					1,860.00	2,508.24
7.3	Geotechnical Analysis & Design		9.00				22.00						5,129.51
7.4	Pavement Design (RESERVED)												0.00
7.5	Geotechnical & Pavement Design Report & Foundation Data Sheets	3.00	18.00		1.00		22.00	5.00					8,506.65
<b>Total Task 7 Hours</b>		<b>3.00</b>	<b>33.00</b>	<b>5.00</b>	<b>6.00</b>	<b>0.00</b>	<b>89.00</b>	<b>12.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		<b>148.00</b>
<b>Total Task 7 Cost</b>		<b>\$ 718.62</b>	<b>\$ 7,439.85</b>	<b>\$ 1,056.80</b>	<b>\$ 958.02</b>	<b>\$ -</b>	<b>\$ 12,542.77</b>	<b>\$ 1,127.52</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,585.50</b>	<b>\$ 36,429.08</b>
<b>Subtotal (NON CONTINGENCY and CONTINGENCY)</b>		<b>\$ 718.62</b>	<b>\$ 7,439.85</b>	<b>\$ 1,056.80</b>	<b>\$ 958.02</b>	<b>\$ -</b>	<b>\$ 12,542.77</b>	<b>\$ 1,127.52</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,585.50</b>	<b>\$ 36,429.08</b>
<b>Subtotal with Extra Work as Authorized</b>		<b>\$ 718.62</b>	<b>\$ 7,439.85</b>	<b>\$ 1,056.80</b>	<b>\$ 958.02</b>	<b>\$ -</b>	<b>\$ 12,542.77</b>	<b>\$ 1,127.52</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,585.50</b>	<b>\$ 36,429.08</b>

PROJECT SUMMARY (Excluding Extra Work as Authorized)		
Total Project Hours		148.00
Total Salary Cost	\$	23,843.58
Total Direct, Non-Labor Expenses Cost	\$	12,585.50
Total Sub Cost	\$	36,429.08

## Little Clatskanie River Confluence (Apiary Rd MP 8.4) Project

SUMMARY OF ESTIMATE FOR SERVICES  
LABOR HOURS / COSTS BY TASK  
Attachment A

Consulting Firm: <b>Foundation Engineering, Inc. (FEI)</b>					
Task #	Description	Basis of Estimate	Qty.	Unit Price	Amount
<b>NON-CONTINGENCY TASKS/DELIVERABLES</b>					
<b>7</b>	<b>Task 7.0 Geotechnical Investigations/Analysis/Design</b>				<b>\$12,585.50</b>
7.1	<b>Site Reconnaissance and Field Explorations</b>				\$0.00
7.1	Site Reconnaissance - Mileage	1 trip at 130 miles each round trip from Beaverton to site @ 70.0 cents/mile	130	\$0.70	\$91.00
7.1	Field Explorations - Mileage	1 trip at 285 miles each round trip from Corvallis to site @ 70.0 cents/mile	285	\$0.70	\$199.50
7.1	Drilling Subcontractor	Holt Services, Inc.	1	\$9,920.00	\$9,920.00
7.1	Flagging Assumed to be provided by County		0	\$3,600.00	\$0.00
7.1	Resistivity Meter Rental	1 day @ \$100/day	1	\$100.00	\$100.00
7.1	pH Meter Rental	1 day @ \$25/day	1	\$25.00	\$25.00
7.1	Per Diem (First and Last Day)	Standard GSA Rate	2	\$51.00	\$102.00
	Per Diem (Full Day)	Standard GSA Rate	1	\$68.00	\$68.00
7.1	Lodging (Standard Rate)	Standard GSA Rate	2	\$110.00	\$220.00
<b>7.2</b>	<b>Laboratory Testing</b>				\$0.00
	Moisture Contents @ \$25 ea. (ASTM D2216)		10	\$25.00	\$250.00
	Atterberg Limits Tests @ \$150 ea. (ASTM D4318)		2	\$150.00	\$300.00
	Bulk Density @\$70 ea. (ASTM D2937)		2	\$75.00	\$150.00
	Percent fines @ \$75 ea. (ASTM D1140/C117)		2	\$80.00	\$160.00
	Unconfined compression @ \$250 ea. (ASTM D7012)		4	\$250.00	\$1,000.00
			<b>TOTAL Non-Contingency</b>		<b>\$12,585.50</b>
<b>CONTINGENCY TASKS/DELIVERABLES</b>					
			<b>TOTAL Contingency</b>		<b>\$0.00</b>
<b>TOTAL Non-Contingency + Contingency</b>					<b>\$12,585.50</b>

Little Clatskanie River Confluence (Apiary Rd MP 8.4) Project

SUMMARY OF ESTIMATE FOR SERVICES  
LABOR HOURS / COSTS BY TASK  
Attachment A

# KLS Surveying

		LABOR ONLY					
	Rate	180	120	100	120		
	Classifications	Project Manager	Field, Crew Chief	Field Tech	Office Tech	Subconsultant Expenses	Task Total
<b>Task 3.0 Surveying &amp; Mapping</b>							
3.1	Survey Research (RESERVED)						0.00
3.2	Survey Control (RESERVED)						0.00
3.3	Monument Recovery (RESERVED)						0.00
3.4	Topographic Data	5.00	18.00	18.00	16.00	74.20	6,854.20
3.5	Utilities Features (RESERVED)						0.00
	<b>Total Task 3 Hours</b>	<b>5.00</b>	<b>18.00</b>	<b>18.00</b>	<b>16.00</b>		<b>57.00</b>
	<b>Total Task 3 Cost</b>	<b>\$ 900.00</b>	<b>\$ 2,160.00</b>	<b>\$ 1,800.00</b>	<b>\$ 1,920.00</b>	<b>\$ 74.20</b>	<b>\$ 6,854.20</b>
<b>Task 6.0 Right-of-Way (RESERVED)</b>							
6.6	Right-of-Way Engineering (Mapping & Descriptions) (RESERVED)						0.00
6.7	Right-of-Way Staking (RESERVED)						0.00
	<b>Total Task 6 Hours</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>
	<b>Total Task 6 Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Subtotal (NON CONTINGENCY and CONTINGENCY)</b>		<b>\$ 900.00</b>	<b>\$ 2,160.00</b>	<b>\$ 1,800.00</b>	<b>\$ 1,920.00</b>	<b>\$ 74.20</b>	<b>\$ 6,854.20</b>
<b>Subtotal with Extra Work as Authorized</b>		<b>\$ 900.00</b>	<b>\$ 2,160.00</b>	<b>\$ 1,800.00</b>	<b>\$ 1,920.00</b>	<b>\$ 74.20</b>	<b>\$ 6,854.20</b>

<b>PROJECT SUMMARY (Excluding Extra Work as Authorized)</b>	
<b>Total Project Hours</b>	<b>57.00</b>
<b>Total Salary Cost \$</b>	<b>6,780.00</b>
<b>Total Direct, Non-Labor Expenses Cost \$</b>	<b>74.20</b>
<b>Total Sub Cost \$</b>	<b>6,854.20</b>

Little Clatskanie River Confluence (Apiary Rd MP 8.4) Project

SUMMARY OF ESTIMATE FOR SERVICES  
LABOR HOURS / COSTS BY TASK  
Attachment A

Consulting Firm: <b>KLS Surveying</b>					
<b>Task #</b>	<b>Description</b>	<b>Basis of Estimate</b>	<b>Qty.</b>	<b>Unit Price</b>	<b>Amount</b>
<b>NON-CONTINGENCY TASKS/DELIVERABLES</b>					
3	Task 3.0 Surveying & Mapping				<b>\$74.20</b>
3.4	Topographic Data	Two visits to the site: Mileage (roundtrip from Vernonia to Project Site)	106	\$0.700	\$74.20
				<b>TOTAL Non-Contingency</b>	<b>\$74.20</b>
<b>CONTINGENCY TASKS/DELIVERABLES</b>					
6	Task 6.0 Right-of-Way (RESERVED)				<b>\$0.00</b>
				<b>TOTAL Contingency</b>	<b>\$0.00</b>
				<b>TOTAL Non-Contingency + Contingency</b>	<b>\$74.20</b>