

MODIFICATION #3 TO
PROFESSIONAL SERVICES AGREEMENT #6122
TILLAMOOK COUNTY AND MURRAYSMITH
PACIFIC CITY/WOODS PARKING MANAGEMENT PLAN DESIGN

This agreement modification, hereafter "modification #3", is entered into by and between MURRAYSMITH, hereafter "contractor" and TILLAMOOK COUNTY, hereafter "county", pursuant to ORS 203.010. The parties entered into a Professional Services Agreement on June 23, 2021. The parties intend this modification to modify their earlier agreement only as to their expressions herein. The mutual promises of each are given in exchange and as consideration for, the promises of the other.

(~~Strike through text~~ indicates removals and *italicized text* indicates additions).

2. AGREEMENT PRICE AND AMOUNT

The price of the services provided by the contractor shall be ~~Seven Hundred Seventy-Six Thousand One and 00/100 Dollars (\$776,001.00)~~. *Two Million Two Hundred Seventy-Six Thousand Three Hundred Sixty-Three and 00/100 Dollars (\$2,276,363.00)*.

3. AGREEMENT TERM

The term or period of this agreement shall begin June 23, 2021 and end ~~September 30, 2022~~ *September 30, 2023*.

4. AGREEMENT DOCUMENTS

The following documents comprise the agreement and are incorporated herein by reference in their entirety.

- 4.1. This Agreement;
- 4.2. Project Proposal;
- 4.3. Statutory Public Contract Requirements;
- 4.4. Amendment No 1. Scope of Work; ~~and~~
- 4.5. Proposed Fee Estimate – Amendment No. 1;
- 4.6. *Amendment No 2. Scope of Work; and*
- 4.7. *Proposed Fee Estimate – Amendment No. 2.*

All provisions of the underlying agreement not otherwise modified by this document remain in full force and effect and are incorporated herein by reference.

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ACKNOWLEDGEMENT:

EACH PARTY REPRESENTS TO THE OTHER BY THEIR SIGNATURES BELOW THAT EACH HAS READ, UNDERSTANDS AND AGREES TO ALL COVENANTS, TERMS AND CONDITIONS OF THIS AGREEMENT. EACH PARTY REPRESENTS TO THE OTHER TO HAVE THE ACTUAL AND/OR APPARENT AUTHORITY TO BIND THEIR RESPECTIVE LEGAL PERSONS, CORPORATE OR OTHERWISE, IN CONTRACT.

Approved as to form and content this 23rd day of September, 2022.


Contract Officer

Dated this 23rd day of September, 2022.

CONTRACTOR: MURRAYSMITH

Nicholas McMurtrey
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Portland, Oregon 97204
(503) 225-9010
Nicholas.mcmurtrey@murraysmith.us

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 PACIFIC CITY/WOODS PARKING MANAGEMENT PLAN DESIGN

Dated this ____ day of _____, 2022.

THE BOARD OF COMMISSIONERS
 FOR TILLAMOOK COUNTY, OREGON

	Aye	Nay	Abstain/Absent
_____ David Yamamoto, Chair	___	___	___/___
_____ Erin D. Skaar, Vice-Chair	___	___	___/___
_____ Mary Faith Bell, Commissioner	___	___	___/___

ATTEST: Tassi O'Neil,
 County Clerk

APPROVED AS TO FORM:

By: _____
 Special Deputy

 William K. Sargent,
 County Counsel

AMENDMENT NO. 02 TO THE SCOPE OF WORK ENGINEERING SERVICES FOR KIWANDA CORRIDOR PROJECT

This amendment updates the previously approved Scope of Work. The format to identify alterations to the original document is as follows:

- Shaded font identifies original scope language that remains unchanged.
- ~~Strikethrough shaded font~~ identifies deleted original scope language.
- Standard font identifies added scope language.

Introduction & Project Understanding

The Pacific City/Woods area has an estimated population of just over one thousand (1,000) year-round residents. Cape Kiwanda and Haystack Rock are located on Pacific City's coastline and are reported to be one of the most visited sites on the Oregon Coast. In the summer, the abundance of visitors accessing the beach, dunes, and commercial establishments creates issues, many of which are due to a high demand for parking. People park illegally in parking lots and on shoulders, and those trying to find parking circulate in the area, causing congestion.

The County commissioned the Cape Kiwanda Master Plan (2016), and the Pacific City/Woods Parking Management Plan (2019) to identify strategies that improve traffic congestion and local livability. These strategies include:

1. Reconstructing the Cape Kiwanda Parking Lot
2. Replacing the Cape Kiwanda Parking Lot Restrooms
3. Upgrading the Cape Kiwanda Parking Lot Garbage and Recycling Facilities
4. Constructing the Cape Kiwanda Drive Multi-Use Path (MUP), from the Cape Kiwanda Parking lot to Bob Straub State Park
5. Relocating Webb Park, including access improvements to Circle Drive and a potential roundabout or couplet
6. Developing the Jensen Property, including access improvements to Pacific Avenue and Sunset Avenue with a potential roundabout
7. Improving parking shuttle services
8. Completing development of the Nestucca Valley Community Alliance (NVCA) Lot
9. **Repairing and maintaining the Shore Pine Homeowners Association Boardwalk.**

While not identified in either of the initial plans, the Nestucca Valley Community Alliance (NVCA) has subsequently leased property from Tillamook Lightwave to develop a public skate park with

parking. The County requests incorporating the NVCA Lot as another strategy to improve traffic congestion and local livability.

The County has already conducted community engagement for the planned multi-use path, and for the Cape Kiwanda Parking Lot with associated restrooms and garbage/recycling. Introducing the Webb Park relocation study and development of the Jensen Property are new concepts, and the County has yet to solicit public feedback. Recent developments regarding beach access have resulted in a heightened awareness and sensitivity from South Tillamook County residents. This project has the potential to become complex and contentious, however, a long-term and meaningful resolution to these dynamics can result from creative, considerate design and purposeful engagement with the public.

The Kiwanda Corridor Project is a once-in-a-generation opportunity that requires extraordinary vision, creativity, and leadership for success. The improvements need to balance creating a positive tourism experience without compromising the needs of local businesses and year-round residents. This can occur through the thoughtful resolution of the current underlying traffic and parking problems and by expanding and improving recreational opportunities beyond the focus of Cape Kiwanda. This project is an opportunity for creative placemaking to seamlessly connect recreational, commercial, residential, and civic spatially to transportation.

The County Board of Commissioners adopted the Preferred Concept Plan in August 2022, which is the catalyst to advance detailed design and construction. Scoping design and construction for each of the strategies within the adopted plan includes:

- Phase 1 - Cape Kiwanda Parking Lot
- Future Phases – Subject to funding

This amendment scope for Phase 1 excludes wayfinding, so that County can review and confirm prior work advanced within a broader strategy effort. Future amendments are anticipated to incorporate wayfinding into the scope.

This amendment scope for Phase 1 excludes design, sand management and permitting associated with the Civic Overlook element of the Cape Kiwanda Parking Lot. The Oregon Department of State Lands indicates the preferred concept plan showing a concrete step revetment approach conflicts with Goal 18 for shoreline stabilization. This scope of work includes a workshop to identify alternative Civic Overlook concepts, and future amendments are anticipated to incorporate the Civic Overlook into the scope.

Project Schedule

~~The preliminary project schedule for the Scope of Work (SOW) below is based on the anticipated Notice to Proceed (NTP) indicated. A more detailed schedule will follow under Task 1.2 to further define and clarify the critical path and important task interdependency.~~

~~This initial phase of work is anticipated to span fourteen (14) months (June 2021 to July 2022).~~

Task - Description	Start Date	Completion Date
1.1 Overall Project Coordination	June 2021	July 2022
2.6 Alternatives Analysis	August 2021	April 2022
2.7 Preferred Concept Plan	May 2022	June 2022

The phases of work included in this amendment are anticipated to occur over twelve (12) months (October 2022 to September 2023).

Phase 1 - Cape Kiwanda Parking Lot

Task - Description	Start Date	Completion Date
Notice to Proceed	October 2022	n/a
State and Federal Permitting	November 2022	January 2023
Local Permitting	November 2022	April 2023
50% Design	October 2022	November 2022
90% Design	December 2022	January 2023
100% Design	January 2023	February 2023
Bid & Award Services	March 2023	April 2023
Construction Services	May 2023	July 2023
Project Closeout	August 2023	September 2023

Scope of Services

This project will expand on the work conducted in the Cape Kiwanda Masterplan and Pacific City/Woods Parking Management Plan, which both aided the County in determining appropriate development and locations for parking capacity to meet current and future demand. The visioning charrette, programming discussions, design alternatives and development strategies envisioned for this project will meet the goals of the County by increasing multi-modal transportation options, population disbursement, parking efficiencies and reducing impacts of parking throughout the Pacific City / Woods area.

This SOW includes monthly progress-reporting, team communication protocols, and procedures the Consultant will implement to ensure quality control. The SOW includes tasks and processes serving the needs of the project to implement the strategies described in the Pacific City/Woods Parking Management Plan to determine, with the County, the preferred improvements to proceed into construction documentation and how to phase them over time.

Due to the phased nature of the project, several elements of this SOW are undefined at this time and referred to as 'deferred' below. These deferred tasks are listed to convey the framework envisioned for the overall project, and for general tracking of projected future services. As the project advances and concepts are further developed, those deferred tasks are anticipated to incorporate into the project through amendments to this document. The Consultant will perform

Note: Virtual meetings include 2 hours per staff, and in-person meetings include 8 hours per staff, for preparation, travel, and documentation.

Coordinate with subconsultant team to assign and manage the appropriate level of staff expertise for the project at each phase of design, coordinate design reviews and the implementation of design review comments and perform other project coordination as required.

Deliverables

- Fifty four (54) ~~Forty two (42)~~ draft and final meeting agendas
- Fifty four (54) ~~Forty two (42)~~ meeting minutes

1.3 Invoicing and Progress Reports

Monitor project scope, schedule and budget on a monthly basis ~~for twelve (12) months between October 2022 and September 2023~~. Submit invoices on a monthly basis to the County's project manager with a progress report identifying services performed during the period, services to be performed in the next period, and issues potentially affecting scope, schedule or budget.

Deliverables

- Twenty-five (25) ~~Thirteen (13)~~ monthly invoices and project reports

1.4 SOW Updates

~~This SOW is focused on initial planning tasks, data collection, due diligence studies and development of conceptual designs, which generally defer advancing project elements into detailed engineering.~~

Update this SOW as the project progresses and the timing of phased improvements mature. Replace deferred tasks or modify the level of effort of existing tasks as needed. Prepare an updated SOW as needed for future phases, up to ~~three (3) two (2)~~ time(s).

Deliverables

- Three (3) ~~Two (2)~~ amended SOW

Task 3 – Topographic Surveying and Boundary Survey

3.4 Post-Construction Record of Survey

After construction, prepare a Post-Construction Record of Survey, memorializing property corner monuments locations in the event they are destroyed by construction. File and furnish payment for the Record of Survey with Tillamook County Surveyor's Office.

Deliverables

- Post-Construction Record-of-Survey

Task 7 – Environmental Services and Permitting ~~(Deferred)~~

Consultant will support the County in pursuit of environmental and permitting compliance with regulatory agencies having jurisdiction over the project.

Assumptions

- County will waive or furnish permit application fees unless stated otherwise, and send payment directly to the permitting agency.
- The County will manage, lead and complete rezoning activity internally. Consultant support for rezoning is excluded from this scope of work.

7.1 State and Federal Permitting

- **Oregon Parks and Recreation Department Ocean Shore Permit**

Consultant will prepare and submit an Ocean Shore Permit application for removal, fill and construction or alteration of structures within the ocean shore with the Oregon Parks and Recreation Department (OPRD). Delineate the ocean shore between extreme low tide of the Pacific Ocean and the statutory vegetation line, as described by Oregon Revised Statute (ORS) 390.770, or the line of established upland shore vegetation, whichever is farther inland (Oregon Administrative Rule [OAR] 736-020-0002). OPRD GIS data (OPRD 2022) map the statutory vegetation line and existing shoreline vegetation in the vicinity of the Cape Kiwanda Parking Lot.

Consultant will provide form(s) and supporting narrative demonstrating that the Project will comply with the applicable natural and cultural resource standards. OPRD will notify OPRD, tribes, ODFW, and others to solicit comments on those issues, and Consultant will provide supplemental information to support OPRD's review.

Assumptions

- County will furnish signed land use affidavit

Deliverables

- One (1) draft and final Ocean Shore Permit Application Forms
- Permit drawings (plan view and cross-sections)

- **Oregon Department of Environmental Quality NPDES 1200-C Construction Stormwater Permit**

Construction activities that disturb more than one acre of land and discharge stormwater to surface waters require coverage under a National Pollutant Discharge Elimination System (NPDES) permit for construction stormwater discharges. The Oregon Department of Environmental Quality (DEQ) administers NPDES permits, including the NPDES 1200-C general permit for construction stormwater.

Consultant will prepare permit application materials to address ground disturbing activities that include clearing, grading, excavation, and demolition disturbing more than one acre of ground.

Assumptions

- County will furnish signed land use affidavit
- Hazardous materials are avoided and construction can occur absent an active treatment system (e.g. electro-coagulation, flocculants, filtration, polymers, hydrochloric or sulfuric acid, etc.) for sediment to avoid developing an Environmental Management Plan.

Deliverables

- One (1) draft and final 1200-C Permit Application Forms
 - Permit drawings (erosion control plans)
- **U.S. Army Corps of Engineers Section 10/404 Permit (Deferred)**

The lowest elevation of the existing Hungry Harbor Dr. beach access ramp – and the lower extent of the proposed access improvements – is at an elevation of approximately 17 feet NAVD88.

Assumptions

- The toe of the dune in this area varies from approximately 15 to 20 feet NAVD88. At these elevations, the project avoids areas of USACE jurisdiction.
- **Oregon Department of State Lands Removal-Fill Permit (Deferred)**

Oregon's Removal-Fill Law (Oregon Revised Statutes 196.795-990) requires that projects involving removal or fill of 50 cubic yards or more of material from jurisdictional waters of the state obtain coverage under a Removal-Fill Permit issued by Oregon DSL. On the Pacific Coast, DSL regulates removal-fill activities below the extreme low tide elevation seaward to the limits of the territorial sea, which is 3 miles from shore.

Assumptions

- DSL’s removal-fill jurisdiction does not include the OPRD-regulated ‘ocean shore’ zone between extreme low tide and the statutory vegetation line or actual vegetation line, therefore this permit is not required. A removal-fill permit is not required.

7.2 Local Permitting

Pacific City is currently an unincorporated community under the jurisdiction of Tillamook County. Tillamook County is the planning, zoning, public works, hazards (include geological, flood, and tsunami), and road authority for the project and oversees numerous other project related aspects of the proposed improvements. The County and other local entities that have jurisdiction over the Project include:

- Tillamook County Community Development
- Tillamook County Roads Department
- Tillamook County Public Works
- Tillamook People’s Utility District (TPUD)
- Tillamook County FEMA Floodplain Coordinator
- Pacific City Joint Water and Sanitation Authority (PCJWSA)
- Nestucca Rural Fire Protection District (NRFPD)

Consultant will support the County’s acquisition of permits for entities having jurisdiction over the Project, anticipated to include:

- **Foredune Grading Permit**

Dune grading, planting, as well as construction of civic overlook identified in the Preferred Concept Plan likely require a Foredune Grading Permit signed by local official. This permit is issued in coordination with an Oregon Parks and Recreation Department (OPRD) Ocean Shore Permit. Include future phases of the Jensen Property development shown in the preferred concept plan to facilitate the Foredune Grading Permit application.

Deliverables

- One (1) draft and Final Foredune Grading Permit Application Forms
- Permit drawings (plan view and cross-sections)

- **Development Permit**

This site is within overlay boundaries at risk from Local Source (Cascadia Subduction Zone) Tsunami Inundation. Location within this overlay zone restricts development of some essential structures as well as capacities of structures in this zone. Location within the Flood Hazard overlay zone likely require a Development Permit.

Deliverables

- One (1) draft and final Development Permit Application Forms
- Permit drawings (plan view and cross-sections)

- **Type I Planning Land Use Review: Beach and Dune Hazard Review**

As part of the Zoning / Building application, this approval is required to address geological hazards associated with the Beach and Dune Hazard overlay. Complete a site reconnaissance, review the hazard overlay, and provide a memo for inclusion with the permit application discussing the associated geological hazards.

Deliverables

- One (1) draft and final Lane Use Review Application Forms
- One (1) Geologic Hazards technical memorandum
- Permit drawings (plan view and cross-sections)

- **Road Approach Permit / Egress-Ingress Approval**

Required as part of the Zoning / Building application, this permit addresses any potential change to parking lot entry/exit and is administered by Tillamook County Roads Department and Public Works.

Deliverables

- One (1) draft and final Road Approach Permit Application Forms
- Permit drawings (plan view and cross-sections)

- **PCJWSA, Water and Sanitation Letter of Availability**

Required as part of the Zoning / Building application, this letter is needed to confirm that there are adequate water and sanitary services to serve the proposed project.

Deliverables

- One (1) package of draft and final Water and Sanitation Permit Application Forms
- Permit drawings (plan view and cross-sections)

- **Fire Letter**

Required as part of the Zoning / Building application, this letter is provided by Nestucca Rural Fire Protection District (NRFPD) and required to confirm that there are adequate services for the proposed project.

Deliverables

- One (1) draft and final Water and Sanitation Permit Application Forms
- Permit drawings (plan view and cross-sections)

- **Trade Permits (Deferred)**

Mechanical, electrical and plumbing permits are required to accompany site lighting and all electrical, plumbing, and mechanical associated with the proposed restrooms or other structures. The County's Building Department will review and approve the mechanical, electrical, and plumbing designs for conformance with current codes. These permits are typically handled as trade permits and submitted by the General Contractor.

Assumptions

- Consultant will compel the General Contractor to obtain these permits as part of the design deliverables within the specifications and special provisions. No Trade Permit applications will be prepared by Consultant.

7.3 Water/Wetland Delineation

A stormwater outfall for the Jensen intersection development may discharge to the Nestucca River in the vicinity of the Pacific Avenue Bridge. Additionally, Tillamook County/NWI mapping identifies the potential for wetland area on the northern part of the Jensen Property. The Nestucca River and site wetlands would be considered waters of the U.S. and state subject to federal and state regulation under Section 404 of the federal Clean Water Act and Oregon's Removal-Fill Law. Consultant will identify and apply for agency concurrence for jurisdictional boundaries of the Nestucca River and site wetlands to inform project planning, design, and permitting.

Consultant will complete a wetland delineation for the Jensen Property project site using methods described in the *2010 Regional Supplement (Western Mountains, Valleys, and Coast) to the Corps of Engineers 1987 Wetlands Delineation Manual*. Additionally, the ordinary high water (OHW) level of the Nestucca River in the vicinity of the Pacific Ave. Bridge will be delineated.

Wetland/waterway boundaries will be marked in the field for follow-up survey by a professional surveyor (not part of this task), and/or boundaries and plot locations will be surveyed by environmental staff using handheld GPS units with an accuracy acceptable to the US Army Corps of Engineers (USACE) and the Oregon Department of State Lands (DSL). A water/wetland delineation report will be prepared that meets the requirements of DSL and the USACE.

The delineation report will also include a function and value assessment of delineated wetlands in anticipation of future project planning/permitting needs. The assessment will be completed using the Oregon Rapid Wetland Assessment Protocol (ORWAP).

Assumptions

- County will pay DSL report review fee

Deliverables

- One (1) draft Water/Wetland Delineation Report for County Review
- One (1) final Water/Wetland Delineation Report for DSL/USACE Review
- One (1) DSL Water/Wetland Delineation Concurrence Request

7.4 Sand Maintenance Coordination

The County is considering the potential for sand migration at the Jensen Property turnaround area and anticipating the potential for needing to perform maintenance over time to manage sand at the interface with the dune. The Consultant will coordinate with the County to discuss the findings of the *Sand Management Analysis for the Cape Kiwanda Parking Lot* completed during the concept planning phase of the project, to inform planning for future maintenance needs.

Assumptions

- ESA will provide technical input on sand migration potential and accumulation rates to support team discussions of long-term maintenance needs. Recommendations for specific maintenance equipment is excluded.
- Budget includes up to ten (10) hours of senior coastal engineer support for this task, which may include virtual meetings and review/discussion of County development plans and maintenance plans with respect to addressing potential sand accumulation.

Deliverables

- Meeting agendas and notes upon request

7.5 Land Use Application Traffic Support

In support of the land use permit application, Consultant will provide one (1) brief (1-2 pages) memorandum with narrative demonstrating proposed land use addresses transportation requirements.

Assumptions

- Proposed use is allowed with current zoning and would not require a comprehensive plan or zoning change.
- Proposed use would not significantly change transportation activity at the site, creating a finding of no effect.
- No additional traffic analysis conducted to support transportation planning findings.

Deliverables

- One (1) draft and final memorandum

Task 8 – Utility Coordination ~~(Deferred)~~

Perform utility coordination work related to the following private utilities: power, communications, gas, cable television and other private utilities that may be present within the project limits. The public utilities may include water, sanitary sewer and storm sewer facilities throughout the project area. Identify utilities within the project limits, evaluate potential utility conflicts and coordinate utility efforts for relocation of impacted facilities.

8.1 Utility Coordination

Consultant will support utility needs for the Project as shown in Table 1, anticipated to include:

- **Impact Assessment and Notifications**

Identify utilities within the project limits and determine possible conflicts with the proposed project:

- Maintain a record of consultant correspondence with utility companies.
- Obtain utility-provided as-built and system mapping information.
- Compare utility provided information with project base-mapping and field verify the location of utility facilities.
- Identify potential design conflicts (conflicts to be identified on plan sheets) and develop an itemized conflict list.

- Develop conflict notices to impacted utilities based on 50% and 90% plans.
- Produce existing utilities location map following an example format provided by the County.

Deliverables

- Utility conflict plan sheets and spreadsheet
- Conflict notices at 50% and 90% design milestones
- Existing utilities location map

- **Coordinate and Review Utility Relocation Designs**

Receive and review utility relocation plans from utilities within the project area. Provide comments regarding proposed plan locations and scheduling with the intent to achieve relocations prior to roadway construction.

Assumptions

- Pothole or exploratory excavations will be provided by the utility providers.
- The County will compel franchise utility service providers to undertake their own undergrounding and relocation designs, if required by the project.
- The Consultant will show undergrounding vault and conduit locations designed by franchise utilities on the project plans, with CAD files provided by the utilities.

Deliverables

- Mark-ups of utility relocation plans with appropriate comments and recommendations to achieve relocated facilities consistent with proposed roadway project.

- **Utility Coordination Meetings**

Consultant will attend two (2) group utility meeting(s) to discuss 50% and 90% design plans, identify potential utility conflicts to be resolved and discuss the project schedule.

Assumptions

- On-site meetings will occur in-person, with attendance by one (1) staff member.
- Each meeting will require eight (8) hours per person for preparation, attendance, recording and travel.

Deliverables

- Consultant’s meeting note summary for County’s use in developing a comprehensive meeting record.
- **Utility Undergrounding (Deferred)**
- **Pre-Construction Utility Relocation Coordination and Surveying**

The work involved in this task includes coordination with the municipal and franchise utilities located within the project limits and construction surveying for the pre-construction franchise utility relocation efforts.

- This subtask allocates hours for coordination with the utilities to determine staking requirements of new roadway features and utility relocations.

Assumptions

- This subtask also includes staking of new roadway features to facilitate relocation of utilities before the main construction project starts. One set of construction stakes for up to five (5) utility providers, with specific instructions for stationing, frequency, and offsets noted for each item to be staked in the field. All RFS will need to be received no later than 48 hours (2 working days) before the staking task is requested to begin. Traffic control, survey crew field mobilizations, associated office calculations, and survey management time have been budgeted for these requests.
- The Consultant will mobilize up to two (2) times to provide field stakes.

Deliverables

- Photocopy of surveyor’s field notes and stakes/painted marks in the field.

Table 1 – Utility Coordination Support

Permit Name	Responsible Firm
Impact Assessment and Notifications	Murraysmith
Coordinate and Review Utility Relocation Designs	Murraysmith
Utility Coordination Meetings	Murraysmith
Utility Undergrounding (Deferred)	(Deferred)
Pre-Construction Utility Relocation Coordination and Surveying	AKS

Task 9 – Level I Hazardous Materials Study (Deferred)

9.1 Level 1 Hazardous Materials Study

Complete a Level I Hazardous Materials Corridor Study (HMCS) for the project in accordance with the “Hazardous Waste Guide for Project Development” (1990) by American Association of State Highway and Transportation Officials (AASHTO) Special Committee on Environment, Archaeology and Historic Preservation, and the “ODOT Hazmat Program Procedures Guidebook,” (2010).

The purpose of the Level I HMCS is to review the development history and current use of properties within and adjacent to the project corridor to identify the possible presence of adverse environmental conditions that could be encountered during construction of project improvements. Properties identified adjacent to the work areas that are listed on federal, state, or local environmental records may indicate that contaminant releases from these properties have impacted soil or groundwater within the work area. The Level I HMCS report will summarize the results of the historical research and field reconnaissance. The report will also identify adjacent and nearby properties with potential environmental problems and evaluate whether releases from these sites could have impacted the project corridor. Although the research completed during a Level I HMCS is generally similar to the ASTM requirements for completing a Phase I Environmental Site Assessment (ESA), due to the specific requirements of a Level I HMCS, the study should not be considered compliant with the Phase I ESA ASTM Standard. Based on the proximity to potentially contaminated sites, if any, identified during the Level I HMCS, the type of construction and nature of excavation required at the project area, additional investigation may be recommended to evaluate worker safety during construction and to evaluate disposal options for contaminated soil or groundwater that may be encountered during earthwork activities. The specific Level I HMCS scope of work is summarized below:

- Review County-provided and readily available geotechnical reports, environmental reports, or other relevant documents pertaining to environmental conditions within the project area.
- Review federal, tribal, state, and local environmental records for listings of known or suspected environmental conditions within the project area and nearby properties using 40 CFR Part 312 and ASTM Practice E 1527-13 as general guidelines.
- Review regulatory agency files for properties in the project area identified in the environmental databases if research indicates that releases of contaminants from these properties are likely to impact construction activities in the project area.
- Review historical aerial photographs, as available, to identify the development history of properties within the study area relative to the possible use, generation, storage, release, or disposal of hazardous materials.

- Conduct a search of the Oregon Water Resource Department well log database to identify registered water wells located within or adjacent to the project area.
- Conduct a visual well search from the public right-of-way in the vicinity of the project.
- Conduct a visual reconnaissance of the project corridor and adjacent properties for visible evidence of possible adverse environmental conditions.
- Provide a draft and final report summarizing the findings regarding the possible presence of adverse environmental conditions within the project area. Provide recommendations for avoidance, or the potential need for a Level II HMCS.

Deliverables

- One (1) draft and final Level I HMCS

Task 10 – Geotechnical Support ~~(Deferred)~~

10.1 Geotechnical Design

Conduct a geotechnical investigation and develop parameters to support design of the proposed improvements. Work will include completing a subsurface exploration program, laboratory testing, field reconnaissance, pavement visual survey, and geotechnical engineering analysis, design and reporting. A geotechnical report will include a summary of geologic and seismic hazards, site and subsurface conditions, design parameters, and construction recommendations for the improvements listed below. Geotechnical recommendations will be based on the latest ODOT design practices, Oregon Structural Specialty code recommendations, and design inputs recommended by Tillamook County. Design elements include the following:

- Cape Kiwanda Parking Lot improvements including a new restroom foundation, pavement, sanitary pump station, utility trenching, sign support footings, civil overlook planned to accommodate sand aggradation degradation, and a retaining wall along Cape Kiwanda Drive.
- Methods of maintaining pavement operation at the intersection of Cape Kiwanda Drive, Sunset Drive and Pacific Avenue during seismic events.
- Vault toilet excavation and foundation.

The geotechnical and pavement investigation shall include the following:

- Review readily available maintenance records, as-built drawings, geotechnical reports, pavement design reports, or other relevant documentation relating to the proposed alignment.

- Conduct a visual distress survey of the existing pavement, including logging the type, severity, and extent of existing distresses.
- Mark boring locations in the field and coordinate underground utility locating at the boring locations.
- Prepare traffic control plans and obtain right-of-way permits from the County. Provide traffic control per the approved traffic control plans during the field exploration work.
- Conduct subsurface exploration along project alignment, including:
 - Up to four (4) geoprobe explorations in the parking area and restroom areas up to a depth of 40 feet below ground surface (bgs).
 - Complete one (1) geoprobe exploration at the pump station location. Install a 2-inch diameter well to a depth of 20 feet and complete an infiltration rate slug test within the well.
 - Up to six (6) dynamic cone penetration (DCP) tests will be completed on the subgrade in accordance with ASTM D6951 to aid in the assessment of in situ resilient moduli.
 - Up to two (2) hand augers behind the existing retaining wall to depths of up to 10 feet.
 - Up to two (2) cone penetrometer (CPT) explorations to a depth of up to 100 feet bgs or refusal in the retaining wall and intersection areas.
 - Representative soil samples will be retained from the geoprobe samplers. Upon completion of each exploration, drilled materials will be placed back in the explorations. Any holes in paved areas will be capped with aggregate material and asphalt concrete (AC) cold patch to approximately match the existing pavement section thicknesses. Excess spoils will be drummed and disposed of at an approved location.
 - Up to one (1) stormwater infiltration test(s) using City of Portland encased falling head procedures, up to 5 feet below ground surface (bgs).
- Maintain a detailed log of each exploration, visually classify the soils encountered, obtain soil samples as appropriate for the soil conditions encountered, and observe groundwater conditions in each exploration.
- Conduct the following laboratory tests on soil samples obtained from the explorations:
 - Moisture content tests on up to fifteen (15) samples in general conformance with American Society for Testing and Materials (ASTM) D 2216

- Tests for soil quantity passing the U.S. No. 200 sieve on up to two (2) samples in general conformance with ASTM D 1140
- Atterberg limit tests on up to six (6) samples in general conformance with ASTM D 4318
- Conduct falling weight deflectometer (FWD) tests at approximately 50- to 100-foot intervals.
- Analyze the FWD data to back-calculate the in situ resilient modulus of the subgrade soils and the effective structural number of the existing pavement structure.
- Estimate traffic loading by calculating equivalent single-axle loads (ESALs) based on traffic data available from the Preferred Concept Plan traffic study and forecasting the ESALs over the design period.
- Provide recommendations for design of new pavements in the parking area and at the intersection. Design recommendations will include up to two (2) design alternatives comprised of perpetual pavement design and AASHTO methodologies.
- Complete engineering analysis and develop geotechnical design parameters including the following:
 - Static and seismic design parameters for structure foundations,
 - Design recommendations for mitigation of dune erosion,
 - Recommendations for design build retaining wall including global stability analysis.
- Provide guidelines related to geotechnical aspects of construction.
- Review and provide comments on geotechnical aspects of plans and specifications.

Assumptions

- Up to eighteen (18) hours is sufficient to review Task 13 thru 15 deliverables relative to geotechnical considerations.
- Site reconnaissance and exploration program is expected to take up to four (4) days, using one (1) mobilization.
- No contamination will be encountered at the site. If contamination is found at the site, operations will stop to contact the County for direction.
- Utilities will be located using the statewide one-call service and using a private locator. County will provide information available on known utilities within the exploration area.

Deliverables

- One (1) draft and final geotechnical and pavement design report

Task 11 – Stormwater Management ~~(Deferred)~~

11.1 Stormwater Management

Prepare a Stormwater Management Report providing stormwater management strategies and engineering recommendations in support of obtaining the necessary local permits and clearances. Develop a preliminary drainage design, sufficient to determine general drainage patterns, changes to the drainage basin and identify additional right-of-way required for storm conveyance systems and water quality/quantity facilities. Other services include:

- Identify preliminary stormwater conveyance size and general location.
- Identify approximate locations of the stormwater outfalls so as to avoid sensitive areas (wetlands, historic and/or archaeological sites etc.)
- Provide an existing conditions summary (pre-development site condition and drainage patterns, wetlands and soil conditions, flood plain presence and groundwater management).
- Confer with the County for one (1) to two (2) stormwater management approaches to identify the preferred alternative.
- Provide a proposed development conditions summary (post-construction conditions and drainage patterns).
- Perform a stormwater system analysis including a description of the design criteria, assumptions, contributing impervious areas, downstream conveyance system and stormwater management features.
- Perform computer analysis modeling with pre- and post-development parameters and provide results.
- Evaluate and recommend stormwater management needs for the Project including rough size and location of stormwater quality best management practices (BMPs) facilities.

Assumptions

- Review of floodplain mapping by the Federal Emergency Management Agency (FEMA) is sufficient to accommodate the project’s regulatory requirements.
- The Alder Street conveyance system and outfall serves Webb Park. Stormwater analysis and improvements for that system are deferred.

- The report will address drainage needs, avoiding a state and federal permitting nexus to simplify the reporting effort.

Deliverables

- One (1) draft and final Stormwater Management Report

~~Task 12 – 30% Design (Deferred)~~

Task 12 – Design Development

12.1 Sanitary Pump Station Conceptual Design

Consultant will develop design concepts and complete a workshop with the County and Pacific City Joint Water-Sanitary Authority (PCJWSA) to determine design preferences and standards to inform design. The design concepts will consider:

- Wastewater flows will be estimated based on the maximum flow rate from the bathrooms
- Develop packaged pump station configuration options based on coordination with local suppliers and manufacturer's
- Develop pump station layout considering the wet well and electrical equipment locations, and vehicle access for operation and maintenance activities
- Preliminary force main alignment and connection to the gravity sewer system at the existing vacated restroom location
- Preliminary pump selection considering performance requirements and the nature of the waste stream that is anticipated
- Power service requirements to site. Coordinate with the power company on power availability and scheduling of power service to the site. Prepare preliminary load calculations. Determine the scope of services and cost by the power company for power service.
- System instrumentation, controls and alarm requirements, compatible with Owner's standards or preferences
- Station communication requirements, defining equipment and parameters, per Owner's standards or preferences

Consultant will prepare and submit a pump station permit application to the Oregon Department of Environmental Quality (DEQ), consisting of a draft engineering report and 90% design package (see Task 14). Consultant will coordinate with DEQ update the permit documents including a final engineering report and 100% design package (see Task 15) addressing and incorporating DEQ

review comments as appropriate. Any DEQ conditions of approval will be incorporated into the project during the bidding period or as a change order during construction.

Consultant will prepare a draft Operations and Maintenance (O&M) manual and submit to the County and DEQ for review and comments during construction. The manual will include documentation required by OAR 340-052-0040 including the final O&M manual and certification that the final construction was reviewed by the Consultant and found to be in accordance with the plans and specifications.

Assumptions

- Package pump stations provided by Flygt (or approved equal) currently require 8 to 12 weeks lead time to manufacture for site delivery from the time of approved shop drawings. This schedule will require an owner furnished pump station procurement process with contractor installation approach in the contract documents.
- County will furnish payment for DEQ review fees and signed Land Use Compatibility Statement (LUCS).

Deliverables

- Workshop agenda and notes
- Sanitary pump station engineering report
- Sanitary pump station O&M manual and construction certification
- Sanitary pump station shop drawings and owner furnished procurement package
- DEQ review application

12.2 Lighting Analysis

Conduct a lighting analysis using AGI software to determine luminaire locations, wattages, mounting heights, and orientations necessary to meet standard light levels per the latest IES RP-8-18 guidelines. Lighting analysis will be conducted at the following locations:

- Lighting analysis will be conducted for up to two luminaire alternatives in the parking area and two luminaire alternatives in the multi-use trail area. Lighting alternatives to be developed and provided by Nossa Norman.
- Lighting analysis will be conducted for up to two luminaire alternatives at the Cape Kiwanda Drive pedestrian crossing. Lighting alternatives to be developed and provided by Nossa Norman.

The results of the lighting analysis will be summarized in a brief technical memorandum.

Assumptions

- Evaluation of two luminaire alternatives for the parking area and two luminaire alternatives for the multi-use pathway area.

Deliverables

- Draft and Final Lighting Technical Memorandum

12.3 Parking Management System

12.3.1 Concept of Operations

Develop a Concept of Operations (ConOps) that summarizes the stakeholder roles and responsibilities, user needs, and use cases pertaining to the Parking Management System. Work will include an initial County interview followed by a stakeholder workshop identifying and documenting the parking management needs and a walk through of system use cases. The draft ConOps will be provided to the County for comment. Comments will be incorporated into the ConOps for document finalization.

Information contained within ConOps will provide system constraints for the Industry Scan and support development of the Concept Drawings and Parking Management System plans and special provisions.

The Parking Management System will be comprised of:

- Vehicle count equipment, with enforcement considerations and cloud-based application
- Access control to ramp via automatic gate
- Payment systems
- Real-time parking signs

Assumptions

- Interview questions will be provided in advance
- County will provide a stakeholder contact list for the stakeholder workshop
- Workshop materials will include a meeting agenda, PowerPoint presentation, and meeting minutes
- Draft ConOps will be provided 20 working days after the stakeholder workshop
- County review period will be 10 days including a comment walkthrough call
- Final ConOps will be provided 10 working days after the comment walkthrough call

- ConOps will not exceed 10 pages, not including appendix items

Deliverables

- Interview Questions
- Stakeholder Workshop Materials
- Draft and Final Concept of Operations

12.3.2 Industry Scan

Perform an industry scan of Commercial Off-The-Shelf (COTS) Parking Management System technologies, including but not limited to vehicle count equipment, access control, payment systems, and real-time parking availability signs. Work will include Parking Management System research and interviews with system owners and operators. An industry scan memo will summarize the COTS technologies along with recommendations based on needs identified in the ConOps.

Assumptions

- Up to 10 COTS Parking Management System technologies will be evaluated
- Up to 5 owners will be contacted

Deliverables

- Industry Scan Memo

12.3.3 Concept Drawings – Parking Management System

Develop conceptual drawings applying the information obtained from the industry scan and ConOps. Work will include drawings of Parking Management System equipment locations and power source. A high-level Bill of Materials (BOM) will summarize anticipated equipment and infrastructure quantities and cost.

Assumptions

- Concept Drawings will be designed in Adobe and provided in PDF format
- Draft Concept Drawings will be provided 20 working days after Industry Scan Memo
- County review period will be 10 days including a comment walkthrough call
- Final Concept Drawings will be provided 10 working days after the comment walkthrough call

- Concept Drawing will not exceed 3 pages, not including the BOM

Deliverables

- Draft and Final Concept Drawings
- Draft and Final BOM

12.4 EV Charging Concept

Coordinate with the County and the design team to develop a high-level conceptual sketch showing EV charging station quantity, type, location, layout, and power source. DKS will work closely with County staff to identify and recommend potential alternative charging strategies to ensure the optimal combination of cost-effectiveness and operational fit.

Assumptions

- Up to 5 (five) level 2 dual port chargers planned to service up to 10 charging stall locations at Cape Kiwanda Parking Lot. Location ideally for these chargers would be close to Cape Kiwanda Drive to provide closer proximity to the point of service.

Deliverables

- Draft and Final conceptual sketch in pdf format

Task 13 – 50% Design (Deferred)

13.1 50% Design

Develop a 50% design for the footprint and layout of the project based on the preferred concept plan. Develop plans with sufficient detail to identify impacts and estimate construction quantities, showing geometry, locations of structures and key environmental, right-of-way, geotechnical and local access constraints. Develop a construction staging approach that considers phased parking and access for Dory boats.

Establish the materials palette, scale and character of the improvements and ensure the improvements meet the intent of the approved concept plans.

Preliminary site and grading plan layout options for structures, equipment, retaining walls, parking/vehicle access, vehicle turning movements, garbage/recycling facilities, concrete plank storage, storm water facilities and landscaping will be developed. The layout will consider vehicle access and maneuvering, sanitary pump removal equipment, site aesthetics and visibility, natural hazards and buffers, and impacts to the existing infrastructure during construction.

Based on the results of the preliminary sanitary pump station concept workshop, the Consultant will develop pump station and force main construction documents.

Complete preliminary sizing for architecture, electrical and building mechanical items as follows:

- Establish County preferences with respect to architecture, equipment selection, instrumentation and controls, site access needs, site appurtenances, site amenities, and other architectural functions and features.
- Perform heat gain and loss HVAC load estimates for building mechanical sizing.
- Prepare load calculation for generator sizing.
- Provide preliminary cabinet sizing to support building layout and clearance requirements.
- Evaluate condition of sanitary air injection system, its continued need, or improvements for continued use with new sanitary force main injection point.
- Conduct initial electrical service coordination with TPUD.
- Coordinate with TPUD to evaluate power quality issues experienced at the site and identify possible improvements.

Prepare a construction cost estimate for up to ten major bid items (mobilization, survey, temporary traffic control, drainage, roadway surfacing etc.) and current cost data. The estimate will include 30% for contingencies.

Assumptions

- Irrigation design is excluded.
- Sanitary service for new restrooms includes a manufacturer furnished package pump station and force main.
- The scope omits services of a dedicated waste management consultant and assumes the County will program and direct their own waste collection requirements.

Deliverables

- Plans (see Table 2)
- Specification, Special Provisions Table of Contents
- Construction Cost Estimate

Task 14 – 90% Design (Deferred)

14.1 90% Design

Advance the 90% design submittal from the 50% submittal, incorporating review comments.

Prepare Special Provisions supplementing the 2021 Oregon Standard Specifications for Construction (Oregon Department of Transportation/APWA) including unique Special Provisions required, and revisions to the Special Provisions based on comments received during reviews. Address in the special provisions key construction issues, technical construction requirements, permit requirements, environmental protection restrictions, utility coordination requirements, and other construction management and coordination activities.

Prepare an updated cost estimate and bid schedule, including verification of description and method of payment for items of work. The estimate will include 20% for contingencies.

Assumptions

- The County will lead and manage the bidding process, including generating the County's typical 'front end' specifications and bid book. The Consultant will supplement these contracting documents with technical specification special provisions.

Deliverables

- Plans (see Table 2)
- Specification, Special Provisions
- Construction Cost Estimate

Task 15 – 100% Design (~~Deferred~~)

15.1 100% Design

Advance the 100% design submittal from the 90% submittal, incorporating County review comments as appropriate.

Prepare a construction schedule in MS Project. Confer with the County to determine if the schedule will show a single or multiple season construction effort.

Deliverables

- Plans (see Table 2)
- Specification, Special Provisions
- Construction Cost Estimate Bid Schedule
- Construction Schedule

Table 2 – Anticipated Design Submittal List

Deliverable Name	Responsible Firm	Sheet Count	Deliverable By Design Milestone		
			50%	90%	100%
Cost Estimate	Multiple	●	●	●	●
Specifications	Multiple	●		●	●
Bid Schedule	Multiple	●			●
Construction Schedule	Murraysmith	●			●
Cover Sheet	Murraysmith	1	●	●	●
Index Sheet	Murraysmith	1	●	●	●
Key Map	Murraysmith	1	●	●	●
General Notes	Murraysmith	1	●	●	●
Typical Sections	Murraysmith	1	●	●	●
Roadway Details	Murraysmith	6		●	●
Curb Ramp Details	Murraysmith	6		●	●
Drainage Details	Murraysmith	2		●	●
Horizontal Control Plan	Murraysmith	1		●	●
Erosion Control Cover	Murraysmith	1		●	●
Erosion Control Notes	Murraysmith	1		●	●
Erosion Control Existing Conditions Plan	Murraysmith	1		●	●
Erosion Control Demo, Clearing, Grading, Excavating, and Land Development Plan	Murraysmith	1		●	●
Erosion Control Street and Utilities Plan	Murraysmith	1		●	●
Erosion Control Final Landscaping and Stabilization Plan	Murraysmith	1		●	●
Erosion Control Details	Murraysmith	2		●	●
Roadway Notes	Murraysmith	2	●	●	●
Roadway Plan	Murraysmith	2	●	●	●
Roadway Profile	Murraysmith	2	●	●	●
Retaining Wall Plan and Profile	Murraysmith	1	●	●	●
Retaining Wall Details	Murraysmith	1		●	●
Water Plan	Murraysmith	1	●	●	●
Water Details	Murraysmith	1		●	●
Pump Station Electrical (PSE) Site Plan & Legend	Industrial Systems	1	●	●	●
PSE One Line Diagram & Load Summary	Industrial Systems	1	●	●	●

Deliverable Name	Responsible Firm	Sheet Count	Deliverable By Design Milestone		
			50%	90%	100%
PSE Interconnection Diagram & Details	Industrial Systems	2	●	●	●
Pump Station Mechanical (PSM) Plan & Section	Murraysmith	1	●	●	●
PSM Details	Murraysmith	1	●	●	●
Pump Station Civil (PSC) Force Main Plan & Profile	Murraysmith	1	●	●	●
PSC Force Main Details	Murraysmith	1		●	●
Staging Plan	DKS	2	●	●	●
Traffic Control Plans and Details	DKS	2	●	●	●
Temporary Pedestrian Access Route	DKS	2	●	●	●
Illumination Notes and Legend	DKS	1		●	●
Illumination Details	DKS	1		●	●
Illumination Plan	DKS	1	●	●	●
Parking Management Legend and Notes	DKS	1	●	●	●
Parking Management Plan	DKS	3	●	●	●
Parking Management Details	DKS	2		●	●
EV Charging Legend and Notes	DKS	1	●	●	●
EV Charging Plan	DKS	2	●	●	●
EV Charging One-line Diagram	DKS	1	●	●	●
EV Charging Load Table	DKS	1	●	●	●
EV Charging Details	DKS	2		●	●
Pedestrian Signal Plan	DKS	1	●	●	●
Pedestrian Signal Details	DKS	2		●	●
Signing and Striping Plan	DKS	2	●	●	●
Striping Details	DKS	2		●	●
Sign and Post Data Table	DKS	1		●	●
Planting Schedule	Walker Macy	1		●	●
Planting Details	Walker Macy	1		●	●
Planting Plan	Walker Macy	1	●	●	●
Furnishing Plan	Walker Macy	1	●	●	●
Furnishing Details	Walker Macy	3		●	●
Structure Plan	Nossa Norman	1	●	●	●
Structure Details	Nossa Norman	2		●	●

Deliverable Name	Responsible Firm	Sheet Count	Deliverable By Design Milestone		
			50%	90%	100%
Structure Elevations	Nossa Norman	1	●	●	●
Structure Foundation	Nossa Norman	1	●	●	●
Mechanical Plan	Nossa Norman	1	●	●	●
Mechanical Details	Nossa Norman	1		●	●
Electrical Plan	Nossa Norman	1	●	●	●
Electrical Details	Nossa Norman	1		●	●
Totals =		92	46	92	92

Task 16 – Bid and Award Support Services ~~(Deferred)~~

16.1 Bid and Award Support

The County will lead the advertisement and bid administration. Consultant will assist the County with the following items:

- Respond to bidder inquiries during the bid period in a manner that no bidder or supplier is provided with information not in the bid documents and that could provide a bidding advantage or disadvantage.
- Provide a written log on a daily basis documenting questions asked by bidders/suppliers and responses provided by Consultant.
- Prepare one bid addendum to clarify contract documents if necessary and requested by County.

Deliverables

- Written log of conversations, questions and answers.
- Addendum documents.

Task 17 – Construction Services ~~(Deferred)~~

Consultant will lead Construction Management and Construction Inspection services, so that the project is constructed as intended per the design, referenced standards and specifications. If requested by the County, Consultant will be retained under a separate contract or amendment to

provide support services during the one-year maintenance bond period through issuance of the certificate of project completion at the end of the bond period.

Task 17.1 Construction Meetings

- Lead the pre-construction conference
- Lead regular progress meetings during construction

Assumption(s):

- All pre-construction and regular meetings occur as shown in Table 3
 - Meetings are attended by up to four (4) Murraysmith staff, including a combination of the Engineer of Record, Construction Manager, Inspector and Administrator.
 - Meetings are attended by subconsultant staff when their discipline specific input is required.
 - Attendance time for staff members includes preparation, applicable travel, and record processing

Deliverable(s):

- Meeting agenda and minutes

Task 17.2 Construction Management Services

Consultant will provide construction coordination and management services as follows:

- Resolve design issues, manage design changes and maintain current and accurate design plans
- Conduct on-going data management, including grading and ADA sidewalk ramp model refinement
- Review and process on-site construction inspection reports
- Coordinate design modifications with design team
- Monitor Contractor's progress and adherence to the project schedule
- Process Requests for Information (RFIs), Clarifications, Work Change Directives (WCDs), and Construction Change Orders (CCOs)
- Review monthly invoices from the Contractor and prepare monthly pay estimates for County throughout construction

- Review cost proposals from Contractor and make recommendations to County

Assumption(s):

- For estimating purposes, Consultant assumes management durations, and quantities for RFIs, Clarifications, WCDs, pay requests, etc., as shown in Table 3
- The County will provide an example project electronic documentation format/filing structure to emulate
- Upon mutual agreement, County will provide a Construction Manager to supplement office work, weekend work or absences by Consultant Manager

Deliverable(s):

- Construction management and inspection files to County in electronic format upon final acceptance
- Punchlist memoranda in both hardcopy and electronic format

Task 17.3 Construction Inspection Services

Consultant will provide construction inspection and documentation services as follows:

- Regular on-site inspections during construction, except during required meetings, with associated inspections reports, and photographs
- Lead general planting related construction management, including collecting and tracking all plant delivery tickets, verifying quality of materials delivered, and coordinating substandard material replacements
- Coordinate with County and Consultant Project Managers
- Provide special inspections for signals, lighting, parking management system, EV charging, plumbing, electrical, paving and subgrade
- Provide 3rd party quality assurance testing, including compaction, concrete sampling, and HMAC mix verification tests taken at the asphalt plant
- Coordinate erosion control issues with County and Contractor. The Consultant will provide a Certified Erosion and Sediment Control Lead certified inspector.
- Coordinate with Contractor for private permit inspections as needed
- Perform spot-checks of the Contractor's construction survey staking

- Substantial Completion walk-thru and follow-up
- Punch List walk-thru and follow-up

Assumption(s):

- For estimating purposes, Consultant assumes support activity as shown in Table 3.
- Upon mutual agreement, County will provide a Construction Inspector to supplement office work, weekend work or absences by Consultant Inspector

Deliverable(s):

- Construction inspection reports
- ADA curb ramp inspection forms
- Special inspection reports

Task 17.4 Submittal Review

Consultant will generally review, manage and process submittals. Consultant will copy the County on submittal approvals and request County review of more complex, non-standard, or substitution request submittals where County-specific input is necessary. Specific Consultant services include:

- Lead the review and approval of material submittals, shop drawings, mock ups, and coordinate design changes
- Review and respond to Contractor’s request for material substitutions

Assumption(s):

- Contractor will submit certified payroll directly to the County for review
- For estimating purposes, Consultant assumes review of submittals as shown in Table 3

Deliverable(s):

- Submittal review packages, including Consultant’s flysheet

Task 17.5 Record Drawings

Prepare record drawings of the project as constructed. The record drawings will be completed using CADD software and plots will be prepared for the County.

Submit constructed utility information electronically to the County for updating their GIS database. Provide data on County specified horizontal and vertical datum, using GIS version compatible with County requirements.

Assumption(s):

- Contractor will furnish redline markups of deviations from plans during construction. The Consultant's surveyor defers collecting this data and can include that information if requested by the County via amendment.
- Record Drawing sheets for archiving are shown in Table 3 at the 100% Submittal

Deliverable(s):

- One (1) half size paper, one (1) full size vellum or mylar, and electronic CAD and PDF files

Task 18 – Additional Work (Contingency Task)

Consultant shall perform additional unanticipated work needed to complete the project, as authorized in writing by County Project Manager. Services may include, but are not limited to, the following:

- Making changes and resolving problems related to change in condition.
- Perform tasks that may be required but are unknown at this time.
- Assisting the County with funding or programming analysis.
- Lead public involvement outreach, including facilitating events, managing public comments, and mailing project notifications.
- Provide topographic and boundary survey for the NVCA site.
- Research utility easements and encumbrances associated with Tax Lot 7300 at Jensen and TPUD's utility vault adjacent to the Inn at Cape Kiwanda.
- Obtain title reports for Tax Lot 7300 (Jensen) and 600 (Inn at CK).
- Develop grant application materials for OPRD, ODOT or other agency as requested by the County.
- Provide payment to Pacific City Joint Water-Sewer Authority for pump station assessment (Invoice J22-009).
- Create multiple construction bid packages to further phase improvements, such as creating an Early Work package for the Cape Kiwanda Parking Lot.

Deliverables and schedule will be determined when this task is authorized. Additional Work (Contingency) tasks require a written notice to proceed from the County Project Manager before any work may begin. The Consultant shall indicate on invoices the amount attributable to a Contingency deliverable, if any.

Table 3 - Construction Support Assumptions

Task	Activity	Assumed Units	Murraysmith			DKS			Haley & Aldrich			Nossa Norman			Walker Macy		
			Quantity	Staff	Hours	Quantity	Staff	Hours	Quantity	Staff	Hours	Quantity	Staff	Hours	Quantity	Staff	Hours
17.1	Preconstruction Conference	8 hrs/each per staff	1	2	16	1	1	8	1	1	8	1	1	8	1	1	8
	Regular Construction Meetings	8 hrs/each per staff	16	2	256	0	0	0	0	0	0	0	0	0	0	0	0
	Virtual Construction Meeting	2 hrs/each per staff	0	0	0	8	2	32	2	1	4	4	1	8	2	1	4
17.2	Weekly management	12 hrs/week per staff	16	1	192	0	0	0	0	0	0	0	0	0	0	0	0
	RFI's	8 hrs/each per staff	8	2	128	4	1	32	1	1	8	8	1	64	2	1	16
	Clarifications	4 hrs/each per staff	4	2	32	4	1	16	0	0	0	4	1	16	4	1	16
	WCD's	4 hrs/each per staff	4	1	16	0	0	0	0	0	0	0	0	0	0	0	0
	CCO's	4 hrs/each per staff	4	2	32	0	0	0	0	0	0	4	1	16	0	0	0
	Monthly pay request	8 hrs/each per staff	4	1	32	0	0	0	0	0	0	0	0	0	0	0	0
17.3	Regular on-site inspections	24 hrs/week per staff	16	1	384	0	0	0	0	0	0	0	0	0	16	0	0
	Special Inspections, Team	8 hrs/each per staff	8	1	64	4	1	32	2	1	16	4	1	32	1	1	8
	Special Inspections, Expense	Quote	8	n/a	n/a	0	0	0	0	0	0	0	0	0	0	0	0
	Walk-thru / follow-up	8 hrs/each per staff	2	1	16	2	1	16	0	0	0	2	1	16	2	1	16
17.4	Material submittals	4 hrs/each per staff	40	1	160	10	1	40	0	0	0	20	1	80	8	1	32

