#### WHATCOM COUNTY PUBLIC WORKS DEPARTMENT

#### Elizabeth Kosa

Interim Director



## James P. Karcher, P. E.

County Engineer 322 N. Commercial Street, Ste 301 Bellingham, WA 98225-4042 Phone: (360) 778-6210

Fax: (360) 778-6211

### **MEMORANDUM**

To: The Honorable Satpal Singh Sidhu, Whatcom County Executive

and Honorable Members of the Whatcom County Council

Through: Elizabeth Kosa, Interim Director

James P. Karcher, P.E., County Engineer From:

James E. Lee, P.E., Engineering Manager

Date: November 15, 2022

Re: On-Call Structural Engineering Support for Bridge Program

**Local Agency Standard Consultant Agreement** 

Supplement No. 1 with KPFF, Inc., WCC No. 202203023

Enclosed for your review and DocuSign signature is the Local Agency Standard Consultant Agreement Supplement No. 1 between KPFF, Inc. and Whatcom County.

#### **Requested Action**

Public Works respectfully requests that the County Council authorize the County Executive to enter into a Local Agency Standard Consultant Agreement Supplement No.1 with KPFF, Inc. to provide on-call professional structural engineering support for the Whatcom County bridge program.

#### **Project Background**

Public Works is responsible for inspection, maintenance and repair of approximately 163 Countyowned bridges, including the Lummi Island Ferry system terminal structures. This contract will allow Public Works to utilize KPFF, Inc. for specific tasks related to structural analysis and design for bridge and ferry issues that may arise throughout the year. Individual task orders will be issued for these specific tasks.

This supplement adds an additional \$40,000.00 to the agreement and extends the completion date of the contract to December 31, 2023.

#### **Funding Amount and Source**

The not-to-exceed amount for the original agreement and Supplement No. 1 is \$80,000.00. Adequate budget authority exists for this expenditure.

Please contact James Lee at extension 6264 if you have any questions or concerns regarding the terms of this agreement.

# WHATCOM COUNTY CONTRACT INFORMATION SHEET

Whatcom County Contract No.

Originating Department:					
Division/Program: (i.e. Dept. Division and Program)					
Contract or Grant Administrator:					
Contractor's / Agency Name:					
		ewal to an Existing Contract? Yes No VCC 3.08.100 (a)) Original Contract #:			
Does contract require Council Approval? Ye Already approved? Council Approved Date: _		If No, include WCC: (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)			
Is this a grant agreement? Yes No If yes, grantor	agency contract	number(s): CFDA#:			
Is this contract grant funded? Yes No If yes, Whatco	m County grant	contract number(s):			
Is this contract the result of a RFP or Bid proce	ss?	Contract			
Yes No If yes, RFP and Bid no	umber(s):	Cost Center:			
Is this agreement excluded from E-Verify?	No Yes	If no, include Attachment D Contractor Declaration form.			
If YES, indicate exclusion(s) below:  Professional services agreement for certical Contract work is for less than \$100,000.  Contract work is for less than 120 days.  Interlocal Agreement (between Government Contract Amount:(sum of original contract amount and any prior amendments):  This Amendment Amount:  Total Amended Amount:  Summary of Scope:	Council appro \$40,000, and p than \$10,000 of 1. Exercisin 2. Contract capital co 3. Bid or aw 4. Equipmen 5. Contract electronic	ofessional. Goods and services provided due to an emergency Contract for Commercial off the shelf items (COTS).  Work related subcontract less than \$25,000.  Public Works - Local Agency/Federally Funded FHWA.  Wal required for; all property leases, contracts or bid awards exceeding professional service contract amendments that have an increase greater for 10% of contract amount, whichever is greater, except when:  In an option contained in a contract previously approved by the council, is for design, construction, r-o-w acquisition, prof. services, or other less approved by council in a capital budget appropriation ordinance, ward is for supplies.  In this included in Exhibit "B" of the Budget Ordinance.  It is included in Exhibit "B" of the Budget Ordinance.  It is for manufacturer's technical support and hardware maintenance of the systems and/or technical support and software maintenance from the			
	developes	r of proprietary software currently used by Whatcom County.			
The state of the s					
Term of Contract:		Expiration Date:			
Contract Routing: 1. Prepared by: 2. Attorney signoff:		Date: Date:			
3. AS Finance reviewed:		Date:			
4. IT reviewed (if IT related)	:	Date:			
5. Contractor signed:		Date:			
6. Submitted to Exec.:		Date:			
7. Council approved (if neces	ssary):	Date:			
<ul><li>8. Executive signed:</li><li>9. Original to Council:</li></ul>		Date:  Date:			
7. Original to Council.		Date.			



NII	al Agreement	Organization and Addres	Organization and Address				
Original Agreement N	umber						
		Phone:					
Project Number		Execution Date	Completion Date				
Project Title		New Maximum Amount F	New Maximum Amount Payable				
Description of Work		<u> </u>					
	y of						
			ly modified by this supplement.				
The changes to t	he agreement are described	as follows:					
Section 1 SCOP	E OF WORK, is hereby cha	naed to read:					
•	FOR BEGINNING AND CO	·	change the number of calendar days				
		III					
Section V, PAYM	ENT, shall be amended as f	ollows:					
If you concur with spaces below an	d return to this office for fina	e to the changes as stated a Il action.	of this supplement. bove, please sign in the Appropriate				
	Consultant Signature		Approving Authority Signature				
DOT Form 140 062	Approved as to form: approved electronically CQ/JEL 1	1-15-22	Date				

DOT Form 140-063 Revised 09/2005

Christopher Quinn Senior Deputy Prosecuting Attorney – Civil Division The Consultant, KPFF, Inc., shall provide structural analysis and design services related to the Whatcom County Bridge Program on an on-call basis. The County shall issue task orders for specific assignments under this agreement. The task orders shall define the scope of the task, the nature of the products and deliverables, and the allowable expenses to be billed for that task in accordance with Exhibit D. only those expenses specifically approved by the County in a task order shall be compensable under this agreement.

The County makes no express or implied guarantees as the minimum amount of expenditures that shall be requested and approved under this agreement.

# **KPFF Consulting Engineers**

Consultant Fee Summary ANTE (11-15-2022)

## Whatcom County On-Call Structural Engineering Services

 Overhead (OH) Cost
 144.97%

 Fixed Fee (FF)
 30.00%

Classification	Direct Hourly Rate		ОН	OH FF		Hourly ANTE Rate	
Principal	\$	79.04	114.58	23.71	\$	217.34	
Project Manager	\$	76.66	111.14	23.00	\$	210.80	
Technical Specialist	\$	78.18	113.34	23.45	\$	214.97	
Senior Engineer II	\$	74.54	108.07	22.36	\$	204.97	
Senior Engineer I	\$	70.67	102.45	21.20	\$	194.32	
Project Engineer II	\$	52.12	75.56	15.64	\$	143.31	
Project Engineer I	\$	44.57	64.61	13.37	\$	122.55	
Design Engineer II	\$	49.13	71.22	14.74	\$	135.09	
Design Engineer I	\$	41.05	59.51	12.32	\$	112.88	
Intern	\$	26.50	38.42	7.95	\$	72.87	
Senior Project Coordinator	\$	45.25	65.60	13.58	\$	124.42	
Project Coordinator	\$	40.08	58.10	12.02	\$	110.21	
CAD Drafter II	\$	61.16	88.66	18.35	\$	168.17	
CAD Drafter I	\$	49.62	71.93	14.89	\$	136.44	
Administration	\$	31.50	45.67	9.45	\$	86.62	
Title 12	\$	-	0.00	0.00	\$	-	
Title 13	\$	-	0.00	0.00	\$	-	
Title 14	\$	-	0.00	0.00	\$	-	
Title 15	\$	-	0.00	0.00	\$	-	
Title 16	\$	-	0.00	0.00	\$	-	
Title 17	\$	-	0.00	0.00	\$	-	
Title 18	\$	-	0.00	0.00	\$	-	
Title 19	\$	-	0.00	0.00	\$	-	
Title 20	\$	-	0.00	0.00	\$	-	



Development Division

Contract Services Office PO Box 47408 Olympia, WA 98504-7408 7345 Linderson Way SW Tumwater, WA 98501-6504

TTY: 1-800-833-6388 www.wsdot.wa.gov

October 27, 2022

KPFF, Inc. 1601 Fifth Avenue, Ste 1600 Seattle, WA 98101-3665

Subject: Acceptance FYE 2022 ICR - Cognizant Review

Dear Marci Monroe-Jones:

We have accepted your firms FYE 2022 Indirect Cost Rate (ICR) based on the "Cognizant Review" from the Washington State Department of Transportation Audit Office as follows:

Home Rate: 144.97%

• Home Facilities Capital Cost of Money (FCCM): 0.19%

• Field Rate: 109.91%

• Field Facilities Capital Cost of Money (FCCM): 0.04%

This rate will be applicable for WSDOT Agreements and Local Agency Contracts in Washington only. This rate may be subject to additional review if considered necessary by WSDOT. Your ICR must be updated on an annual basis.

Costs billed to agreements/contracts will still be subject to audit of actual costs, based on the terms and conditions of the respective agreement/contract.

Any other entity contracting with your firm is responsible for determining the acceptability of the ICR.

If you have any questions, feel free to contact our office at (360) 705-7019 or via email consultantrates@wsdot.wa.gov.

Regards;

Schatzie Harvey (Oct 27, 2022 11:26 PDT) SCHATZIE HARVEY, CPA

Contract Services Manager

SH:ah