

Elizabeth Kosa
Interim Director



James P. Karcher, P. E.
County Engineer
322 N. Commercial Street, Ste 301
Bellingham, WA 98225-4042
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MEMORANDUM

To: The Honorable Satpal Singh Sidhu, Whatcom County Executive
and Honorable Members of the Whatcom County Council

Through: Elizabeth Kosa, Interim Director

From: James P. Karcher, P.E., County Engineer *JPK*
James E. Lee, P.E., Engineering Manager *JEL*

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 County-owned 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.



**Washington State
Department of Transportation**

Supplemental Agreement Number _____		Organization and Address	
Original Agreement Number		Phone:	
Project Number	Execution Date	Completion Date	
Project Title	New Maximum Amount Payable		
Description of Work			

The Local Agency of _____ desires to supplement the agreement entered in to with _____ and executed on _____ and identified as Agreement No. _____

All provisions in the basic agreement remain in effect except as expressly modified by this supplement. The changes to the agreement are described as follows:

I

Section 1, SCOPE OF WORK, is hereby changed to read:

II

Section IV, TIME FOR BEGINNING AND COMPLETION, is amended to change the number of calendar days for completion of the work to read: _____

III

Section V, PAYMENT, shall be amended as follows:

as set forth in the attached Exhibits, and by this reference made a part of this supplement.

If you concur with this supplement and agree to the changes as stated above, please sign in the Appropriate spaces below and return to this office for final action.

By: _____ By: _____

Consultant Signature

Approving Authority Signature

Approved as to form:
approved electronically CQ/JEL 11-15-22

Date

Exhibit A ***Scope of Work***

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	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	\$ -



**Washington State
Department of Transportation**

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 consultanrates@wsdot.wa.gov.

Regards;

Schatzie Harvey

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

Contract Services Manager

SH:ah