

PRELIMINARY AGENDA FOR REGULAR MEETING

March 5, 2025

I. OPEN SESSION

12:00 PM

Pledge of Allegiance

PUBLIC COMMENT: ITEMS ON THE AGENDA

Speakers are asked to keep their comments to less than 3 minutes. Please feel free to submit comments in writing to the Chief Executive Officer.

City of Camas/City of Washougal Updates

CONSENT ITEMS

All matters listed under Consent Items have been distributed to each member of the Commission for review, are considered routine, and will be enacted by the motion of the Commission with no separate discussion. If a separate discussion is desired, that item may be removed from the Consent Items and placed under Action Items by request.

A. Approval of Minutes of the Regular Meeting on February 19, 2025.

B. Approval of Checks

NEW BUSINESS/DISCUSSION ITEMS

C. 41st Street Contract Amendment- Environmental Project Manager Jennifer Taylor

PUBLIC COMMENT

Speakers are asked to keep their comments to less than 3 minutes. Please feel free to submit comments in writing to the Chief Executive Officer.

ACTION ITEMS

STAFF REPORTS & COMMENTS

COMMISSIONER REPORTS & DISCUSSION

ADJOURN

Regular business and meetings that may be attended by members of the Commission:

Date

Meeting

(*Denotes events in which two (2) or more Commissioners may attend)

Join the meeting on the Conference Call Line: (253) 215-8782

Meeting ID: 829 0393 6339

Passcode: 154722 or via this video link:

<https://us06web.zoom.us/j/82903936339?pwd=U01pdWY1V0tES3dMZWFkNjJNbUNVZz09#success>

**MINUTES OF THE REGULAR COMMISSION MEETING
PORT OF CAMAS-WASHOUGAL
February 19, 2025**

By: Mackenzey Thomason, Administrative Assistant

A Regular Meeting of the Commissioners of the Port of Camas-Washougal was held in person and virtually on Wednesday, February 19, 2025, at 12 p.m. An Executive Session was held before the regular meeting at 11 a.m. regarding a personnel evaluation. The Executive Session was expected to last 60 minutes and ended at noon. No decisions were made.

PRESENT: Commissioner Cassi Marshall Commissioner Larry Keister, Commissioner John Spencer, Chief Executive Officer Trang Lam, Director of Finance Krista Cagle, Director of Business & Real Estate Derek Jaeger, Attorney Carolyn Lake, Administrative Assistant Mackenzey Thomason, and members of the press and public. The public has access through a designated Zoom conference call line or video link.

At 12:00 p.m. following the Pledge of Allegiance, Commissioner Marshall called to open the Regular Session public meeting to order. The meeting is being recorded, and the chat function has been disabled.

PUBLIC COMMENT #1 (Items on the Agenda):

No comments.

CONSENT ITEMS

Minutes & Checks

Minutes from the Regular Meeting on February 5, 2025, electronic payments, the Holiday, Sick, Annual, & Bereavement Leave Policy Revision, and the issuance of general fund checks 10074-10091 in the total amount of \$176,209.18 were presented for approval. After a brief discussion, a motion was made by Commissioner Keister and seconded by Commissioner Spencer, and the consent items were carried unanimously.

NEW BUSINESS/DISCUSSION ITEMS:

Immelman Rate Increase Phase I and II-Director of Business & Real Estate Derek Jaeger:

Jaeger stated both parties have agreed upon a new rate for phases 1 and 2 at the Airport. Jaeger explained the new rate will be \$.26 per square foot. Jaeger stated this rate reflects a 24% overall increase from their prior lease. Jaeger explained the rate would not fluctuate in the next five years. Jaeger stated he feels the rate is low in comparison to comparable properties.

CEO Certification of Surplus Sale-Director of Finance Krista Cagle:

Cagle stated the Port has vehicles and equipment that are no longer needed for Port business. Cagle explained the Port can surplus these items without approval from the commission because the sales will not exceed \$22,830. Cagle estimates these items are roughly worth \$18,500. Cagle explained the items are a Kubota tractor, a 2006 Ford F250, and a 2011 Ford Econoline Van. Cagle stated the paper will publish these items as surplus and the public can view them on March 5th. Bids are due on March 12th.

Lease Termination-Building 9: Director of Business & Real Estate Derek Jaeger:

Jaeger stated that Intech's lease will be terminated effective February 28th due to the inability to make payments on time. He explained that Intech will need to occupy the space until the end of March to remove pieces of equipment from the yard area. Jaeger explained Intech's past due amount is approximately \$24,000, but they had a deposit on file to help with some of that cost. Jaeger stated he would provide an update on the conditions met next month. Approval will be requested during action items.

Lease-Building 9- Columbia Marine & Rail: Director of Business & Real Estate Derek Jaeger:

Jaeger explained Columbia Marine & Rail is the subtenant of Building 9. Jaeger stated they would like to sign a lease for Building 9 effectively as of April 1st. Jaeger stated their lease will be 3 years with one two-year option. Jaeger stated the cost is \$.83 per square foot with a 3% annual increase. Approval will be requested during action items.

PUBLIC COMMENT #2:

No comments.

ACTION ITEMS

Lease Termination-Building 9:

Commissioner Marshall requested formal approval of the Lease Termination-Building 9 presented during discussion items. Upon motion by Commissioner Spencer seconded by Commissioner Keister and carried unanimously, the approval of the Lease Termination-Building 9 effective February 19, 2025.

Lease-Building 9-Columbia Marine & Rail

Commissioner Marshall requested formal approval of the Lease-Building 9-Columbia Marine & Rail presented during discussion items. Upon motion by Commissioner Spencer seconded by Commissioner Keister and carried unanimously, the approval of the Lease-Building 9-Columbia Marine & Rail effective February 19, 2025.

STAFF REPORTS & COMMENTS

CEO Trang Lam:

Lam stated the Port is in full swing with community engagement for the Strategic Plan. Lam explained that 600 emails and over 400 letters were sent to community members and stakeholders with a survey to complete. Lam stated the Port's executive team is meeting in small focus groups with stakeholders as well. Lam stated she will attend the CWAA meeting tonight to remind the group to take the Port's survey. Lam stated she attended the 5th meeting of the City of Camas' Strategic Plan advisory committee. Lam stated there has been great progress made, and they have added a 6th meeting in the next couple of months. Lam also mentioned attending the Bi-State Recreation Insights meeting and thought there were great conversations regarding upcoming wildfire management and federal funding. Lam stated she had met with the Community Chest, and they had moved their fundraiser from February 14th to the 28th due to the weather. Tickets are still available. Lam stated she met with the Parkersville Advisory Committee last night and they are already planning Parkersville Day.

Director of Finance Krista Cagle:

Cagle stated the State Auditor's office has reached out to the Port and is planning on beginning the 2024 audit on March 31st. Cagle explained the Port is still in the process of testing the new accounting software and the go-live date is still March 3rd.

Director of Business & Real Estate Derek Jaeger:

Jaeger stated he had attended the Washougal Business Association meeting and Joe Walsh from the City of Washougal spoke about a pilot project. Jaeger explained the project will be networking with small businesses and providing them with the assistance to grow. Jaeger stated the project should start in June. Jaeger also stated he had been working alongside the group to recruit more members. Jaeger stated he had an update from the Washougal School District CTE program. Jaeger explained the CTE program will pioneer a forklift certification program so high school students can become fully certified before entering the workforce. Jaeger explained WHS had obtained a grant to fund a forklift simulator.

Environmental Project Manager Jennifer Taylor:

Taylor provided an update on the 41st Street project. Taylor explained that due to lack of staff resources at National Marine and Fishery Services (NMFS), there is a delay with the biological assessment review and permitting process. The project will not meet the original project timeline; however, the project team is working with NMFS to pursue an alternate path to the biological assessment review.

COMMISSIONER REPORTS & DISCUSSION

Commissioner Spencer:

Spencer stated he had attended the City of Camas workshop and provided public comment to support Airport's addition into the Camas Urban Growth Boundary (UGB) request. Spencer stated several Council Members spoke favorable of the addition of the airport into the UGB.

Commissioner Keister:

Keister stated he was concerned about workforce housing in the Camas and Washougal area. Keister stated he has been a part of the Bi-State Recreation Insights Committee and stated they are a greatly diverse group.

Commissioner Marshall:

Marshall stated the alternate routes for bikers and other modes of transportation may be put on the backburner due to both cities being amid Comprehensive Planning and the Port in the middle of Strategic Planning. Marshall explained that the topic is still important, and that brainstorming will continue.

The meeting was Adjourned at 12:38 pm.

Port of Camas-Washougal Staff Report

ITEM TITLE:

COMMISSION MEETING DATE:

DEPARTMENT:

SUBMITTED BY:

STAFF RECOMMENDATION:

SUMMARY:

BUDGET IMPACT:

STRATEGIC PLAN or OTHER PLANS:

SUSTAINABILITY IMPLICATIONS:

DIVERSITY, EQUITY & INCLUSION IMPLICATIONS:

TO: PORT OF CAMAS WASHOUGAL
Attn: Jennifer Taylor
Environmental/Projects
Port of Camas-Washougal
24 South A Street
Washougal, WA 98671

DATE: FEBRUARY 6, 2025
SCOPE AMENDMENT # 2
FOR: 18041
Port of Camas-Washougal - 41st Street

All terms and conditions of the Contract dated 01/18/2023 shall apply to this authorization to provide necessary professional services and professional costs to perform the following task(s). Per the signed contract, extra services will be billed on a time-and-materials basis. However, for budgeting purposes an estimated date and cost to complete the tasks are provided below.

DESCRIPTION OF SCOPE AMENDMENT	AMOUNT
<ul style="list-style-type: none"> Scope Amendment #2 – See Scope of Work and Summary attached. 	\$212,183.27
TOTAL	\$ 212,183.27

Original Contract Amount	\$ 548,288.00
Previous Scope Amendments Subtotal	\$ 18,650.00
Total Contract Amount to Date	\$ 566,938.00
Current Scope Amendment Amount	\$ 212,183.27
Revised Contract Amount	\$ 779,121.27

Estimated Completion Date: 1/31/2029

Work Authorized By: _____
CLIENT REPRESENTATIVE SIGNATURE COMPANY

Printed Name: _____ Date: _____

Work Authorized By: _____
MACKAY SPOSITO REPRESENTATIVE SIGNATURE

Printed Name: _____ Date: _____

February 6, 2025

Jennifer Taylor

Port of Camas-Washougal
24 South A Street
Washougal, WA 98674
360-335-3685

Dear Jennifer,

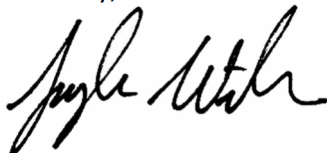
Thank you to you and the Port of Camas Washougal for your partnership in delivering the 41st Street project. It has been a very exciting and rewarding project to be a part of, and we look forward to continuing to work with you to complete the design phase and move into construction.

The project began with the wetland impacts/expanse being far greater than expected which triggered additional wetland delineation, topographic survey, and environmental permitting work, and an alignment study for the realignment of the road, which was not anticipated. Since then, the geotechnical studies and report resulted in the need for preloading the site to avoid future settlement and damage to the proposed road. This work also required additional research, coordination and the need for a preloading plan and cost estimate.

As the project design has evolved based on environmental and geological conditions, we respectfully request a contract amendment to incorporate additions to our scope of work that were not anticipated during initial scoping. This scope and fee document outlines original scope assumptions and defines those tasks and the additional consultant fees.

Thank you for your consideration, and please contact me with any questions.

Sincerely,



Taylor Wilson, PE
Project Manager
MackKay Sposito

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Scope Amendment #2 – Scope of Work

**Port of Camas-Washougal
SE 41ST Street**

1.0 ADDITIONAL PROJECT MANAGEMENT

The original scope of work assumed a two-year project management duration, which was used as a baseline assumption to estimate consultant fees for project management, administration, team meetings, and subconsultant coordination under the Project Management task. Work began in earnest in January 2023 and construction is now anticipated to extend into 2028, more than 2 years longer than initially anticipated. We are requesting additional fees to cover the added costs of the following tasks for an additional twelve-month duration. This also assumes that there will be little to no project management tasks required during an estimated twelve-month duration during which the project will be under USACE/NMFS review with no other design or coordination tasks taking place.

In addition to the fees requested, we also need to extend the expiration date. The expiration date of the original contract is January 31, 2025. **Given that construction may end up extending into late 2028, We are requesting a revised contract expiration date of January 31, 2029.**

1.1 PROJECT ADMINISTRATION (ADDING TO EXISTING LINE ITEM)

- Prepare monthly invoices and progress reports to accompany invoicing. Reports will include a budget summary, tasks completed within the invoicing period for MSi and all subconsultants, and the schedule status of critical tasks. Invoicing will include the date period covered by invoice, number of hours worked during the billing period with billing rates shown, expenses and associated mark-ups, total cost for labor and expenses for the billing period, subconsultants fees and total amounts summarizing labor, expenses and subconsultants fees.
- Furthermore, a status report will accompany monthly invoices. The report will include the dates covered by the status report, brief summary of work performed, a notice to The Port raising any issues or concerns that may require a contract amendment/supplement, a brief summary of completed/upcoming project milestones and action items needed by The Port for project delivery.
- Maintain all documentation. Provide copies of project files and records to The Port upon request. All final documents shall be provided in electronic format.

1.2 PROJECT SCHEDULING (ADDING TO EXISTING LINE ITEM)

- Provide three (3) additional updates to the project schedule to reflect project milestones and timeline changes.

1.3 PROJECT TEAM MEETINGS (ADDING TO EXISTING LINE ITEM)

- Schedule, prepare agendas and minutes (including task log updates), and lead monthly project team meetings (bi-weekly as needed) with The Port. This task includes a project kick-off meeting, monthly progress meetings, and review meetings at each submittal phase. Review meetings are assumed to be in-person.

- Organize and hold project coordination meetings with key project team members as well as representatives from The Port and other agencies as needed. These meetings shall have specific agendas addressing and resolving project issues as they are encountered.

Additional Meetings Schedule				
Type	Format	Frequency	Participants	# Mtgs
Bi-weekly Progress Meetings w/Port	Virtual	Bi-Weekly, 1 Hour	Up to two MSi team members	11
Team Meetings	Virtual	As required	Select Team Leads	15

1.4 SUBCONSULTANT COORDINATION (ADDING TO EXISTING LINE ITEM)

- General additional subconsultant coordination time needed due to the extended project schedule (meetings, updates, invoicing, etc.)

TASK 1 DELIVERABLES

- Ten Additional Monthly Invoices and Progress Reports
- Three Additional Baseline Project Schedule Updates
- Meeting Agendas, Minutes, and Task Log Updates

TASK 1 ASSUMPTIONS

- Additional ten-month project management duration, with project completion in Late 2028.
- Little to no project management tasks required during an estimated twelve-month duration during which the project will be under USACE/NMFS review with no other design or coordination tasks taking place.

2.0 QUALITY ASSURANCE AND QUALITY CONTROL

2.1 PRIME CONSULTANT QA/QC (ADDING TO EXISTING LINE ITEM)

- This task includes additional quality assurance and quality control hours needed to review preloading engineering design plans.

2.2 SUBCONSULTANT DELIVERABLE REVIEW (ADDING TO EXISTING LINE ITEM)

- This task includes additional quality assurance and quality control hours needed to review additional deliverables for from subconsultants.

3.0 GEOTECHNICAL INVESTIGATION AND CONSTRUCTION SUPPORT SERVICES (CENTRAL GEOTECHNICAL SERVICES)

Please refer to Appendix A for geotechnical investigation additional scope of work.

4.0 WETLAND DELINEATION (ECOLOGICAL LAND SERVICES)

Please refer to Appendix B for wetland delineation scope of work tasks and associated fees.

6.0 LAND SURVEYING

6.1 SETTLEMENT MONITORING (NEW LINE ITEM)

- This task covers the following additional land surveying work:
- Additional survey work was triggered to assist ELS fieldwork due to wetland expansion.
- Preloading settlement monitoring: Settlement monitoring plates (up to eight) will be installed before placing preloading material and twice weekly during fill placement, to continue for one month after completion, and once weekly thereafter for the duration of the preloading (up to 6 months but could extend to 12 months (see contingency)).

6.2 BOUNDARY LINE ADJUSTMENT (NEW LINE ITEM)

- Prepare, submit, and process a Boundary Line Adjustment between the impacted parcels (assuming 11 parcels).
- Draft exhibits showing existing and proposed conditions and parcel lines are required by the BLA application.
- Prepare and record the 11 proposed BLA parcel descriptions and associated exhibits.
- Coordinate the submittal process with the City of Washougal and record BLA packet with the County.

TASK 6 DELIVERABLES:

- *Topographic survey file in CAD and PDF format*
- *Bi-weekly settlement analysis reports which identify site settlement.*
- *Recorded BLA*

TASK 6 ASSUMPTIONS:

- *Brush to be cleared by the Port maintenance team prior to topographic survey work.*
- *Monitoring duration to be determined by CGS (but could extend up to 12 months).*
- *The BLA will not require monumentation or a record of survey. The City/County have not required them for past BLAs on this property, therefore we do not anticipate one being required on this project.*

7.0 LAND USE PERMITTING

7.3 TYPE II LAND USE PERMIT (DEDUCTING FROM EXISTING LINE ITEM)

- The original scope of work included the following tasks:
 - MSi will prepare and process a Pre-Application request, with all required supporting documents, to the City of Washougal.
 - Prepare and process Critical Area Permit.
 - MSi will prepare and process a Type II Land Use Application, with all required supporting documents, to the City of Washougal. (THIS TASK IS REMOVED AND A CREDIT PROVIDED WITH THIS SCOPE AMENDMENT)

Following the preapplication conference with the City, it was determined that a Type II Land Use Application is not required for the project. The pre-application and critical areas permit tasks have been completed. This task removes the Type II Land Use Application scope of work and provides an associated fee credit.

10.0 CIVIL ENGINEERING

10.8 30% CIVIL DESIGN - ALIGNMENT STUDY (NEW LINE ITEM)

Early in the project during the wetland delineation phase, it was determined that the wetland limits had increased significantly compared to what was assumed during original contract development. As a condition of permit approval, the USACE requires that the proposed design consider all opportunities to minimize wetland impacts. This resulted in the need to revisit the alignment to fulfill permitting agency requirements and in an effort to keep wetland impact below 0.5 acres to minimize the permitting requirements, costs, and schedule impacts. This was unanticipated and resulted in additional engineering work as follows:

- Review design alternatives for wetland crossing.
- Design alignment options based on minimizing wetland impacts as well as truck turning movement analysis.
- Create corridors and grading concepts for alignment options to check wetland impacts.
- Revise designs to include walls to reduce impacts.
- Prepare exhibits showing alignment options and impacts for Port review.
- Prepare cost estimate comparisons for the wall and “no wall” options for Port review.
- Additional meetings and coordination triggered as a result of all the above.

10.9 100% DESIGN – PRELOADING (NEW LINE ITEM)

As noted, the original scope did not include the preparation of a preloading plan and estimate of probable costs. Based on the findings by CGS, it was recommended that preloading of the site be implemented to provide the necessary settlement to avoid future failure of the proposed road. Through collaboration with CGS we propose the preparation of plans detailing the preloading of the site prior to road construction. The sheets will contain a plan view with sections, details and specifications for implementation. Prepare the 90% and 100% preloading design and estimate.

- Package for submittal to the City of Washougal
- Review, coordinate, and address Port and City review comments

TASK 10 DELIVERABLES:

- *Preparation of exhibits showing alignment options, grading, wall options and wetland impacts.*
- *Preparation of estimates of probable cost for the alignment options*
- *Additional Preloading plan sheets showing material placement sections, details and specifications*
- *Preloading estimate of probable construction cost. Updates to overall project cost estimate will also be made at this time.*

TASK 10 ASSUMPTIONS:

- *Estimates of the Probable Construction Cost will be based on unit prices from recent similar projects.*
- *The preloading plan will be based on recommendations by Central Geotechnical Services.*

- *This plan set is assumed to be approximately 6 sheets, including the following:*
 - *Cover Sheet*
 - *General Notes*
 - *Grading Plan*
 - *Erosion Control Plan*
 - *Detail Sheets, as needed*

13.0 CONSTRUCTION MANAGEMENT SERVICES – (ADDING TO EXISTING TASK)

Adjustments to the project schedule as a result of environmental permitting timelines have pushed construction out approximately 3 years from the originally expected timeline. To account for that, a 5% cost escalation for each year of construction delay has been applied to the original budget. This will account for future rate increases.

16.0 ENVIRONMENTAL CONTINGENCY

16.1 USACE 404 WETLAND PERMIT - (ADDING TO EXISTING LINE ITEM)

Following the updated Geotechnical Report (April 2024), which recommended significantly more pre-loading, additional wetland impacts are now proposed. MacKay Sposito will coordinate with the internal team and the Port of Camas Washougal to revise the previously submitted JPA and Mitigation Bank Use Plan, including the figures. MacKay Sposito will also prepare a 404(b)(1) alternatives analysis for an Individual Permit. In addition, impacts now exceed the Ecology review threshold, and an individual 401 review by Ecology will be required (which was previously excluded from the scope of work); coordination/documentation for an individual 401 is included.

TASK 16 DELIVERABLES:

- *Revised JPA and Bank Use Plan, including the figures*

TASK 16 ASSUMPTIONS:

- *A site visit is not included.*
- *Includes a maximum of 4 hours of coordination with the US Army Corps of Engineers and 4 hours of coordination with Ecology.*

17.0 LAND SURVEYING CONTINGENCY (NEW TASK)

This task covers the following additional land surveying work:

- *Preloading settlement monitoring: Settlement plates will be monitored once weekly for an extended period exceeding the 6-month period covered in TASK 6.0 for up to 12 months (an additional 6 months) as required.*

TASK 17 DELIVERABLES:

- *Bi-weekly settlement analysis reports which identify site settlement.*

TASK 17 ASSUMPTIONS:

- *Monitoring duration to be determined by CGS in addition to that 6-month period covered in TASK 6.0*

APPENDICES

APPENDIX A: GEOTECHNICAL - (CENTRAL GEOTECHNICAL SERVICES)

October 22, 2024

Mackay & Sposito, Inc.
18405 SE Mill Plain Boulevard, Suite 100
Vancouver, Washington 98683

SEE HIGHLIGHTED SECTIONS FOR
INFORMATION RELEVANT TO THIS
CHANGE ORDER.

-TAYLOR WILSON, PE
PROJECT MANAGER
MACKAY SPOSITO

Attention: Gregory Oehley, PE

Subject: Pavement Design Services -Scope and Fee Adjustment
SE 41st Extension
Port of Camas-Washougal, Washington
CGS Project No. PortCamas-1-01

INTRODUCTION

Central Geotechnical Services, LLC (CGS) is pleased to submit this scope and fee adjustment for the geotechnical services scope on the SE 41st Extension project. We have completed the initial fieldwork at the project site. We have provided information to the design team and completed our report. This revision is an adjustment to our current contract executed February 21, 2023 for a total of \$49,100 which included \$30,500 for Investigation and Report and \$18,600 for Construction Observation Services, as well as our requested scope and fee adjustment dated September 4, 2024 for \$3,500. To date the Investigation and report phase is complete and the construction observation services portion of the project is yet to commence.

Based on our subsurface explorations, the subsurface conditions include very soft to soft soil conditions. Explorations completed along the road alignment by CGS, and previous borings completed in the site vicinity by Columbia West Engineering in 2012, were terminated in soft soils to depths of up to 31.5 feet below ground surface (bgs). Cone Penetrometer Tests (CPTs) conducted by Columbia West in 2012 to the west of the proposed road alignment indicated soft soils were observed to a depth of 67 feet bgs. Subsequently, there is a high potential for uneven settlement because of road construction. To assist in understanding the poor soil conditions, we completed unanticipated, detailed settlement and pre-loading analysis and have provided a geotechnical engineering report dated September 6, 2024. These analyses were based on information at the center of the alignment and from soil borings by others that were not within the alignment. Accordingly, the estimates for settlement provided in our report are based on some assumed soil conditions.

Based on discussions with the Port of Camas-Washougal and Mackay Sposito in a meeting on October 3, 2024 about the uncertainties to the depth of gravel along the proposed road alignment, we are requesting an additional scope and fee adjustment to conduct explorations along the road alignment to depths of up to 100 feet bgs to verify the depth of the soft soils on site. alignment. Accordingly, a, more refined settlement estimates can be conducted to further understand the estimated time pre-loading may be needed to reduce the amount of uneven settlement along the road alignment. Furthermore, we are providing an estimate for additional construction observation services related to preloading evaluation and reporting.





Our detailed account for proposed changes are included below.

CURRENT SCOPE OF WORK AND BUDGET

Original scope of work (Executed February 21, 2023)

- Complete onsite explorations.
- Perform laboratory testing including moisture content, sieve analysis, and Atterberg limits testing.
- Provide geotechnical recommendation for utility trench construction.
- Review proposed traffic information to be provided by the design team and estimate pavement design ESAL.
- Provide pavement design recommendations.
- Provide recommendations for site grading and subgrade preparation.
- Provide recommendations for material and construction specifications.
- Complete a draft and final geotechnical design report.

Amendment: Complete settlement analysis for various pre-load heights and pre-load materials. (Dated September 4, 2024)

- Perform calculations and consultation for settlement to occur under various scenarios.
- Provide settlement monitoring recommendations.
- Note: Amendment for Investigation and Report. Construction Observation Services portion of fee may result in a scope and fee amendment in the future as settlement monitoring was not originally included.

Amendment: Complete Observation of various stockpiles currently on site and complete explorations and further settlement analysis.

- Observe Port personnel excavate into various stockpiles and collect bulk samples from the stockpiles to provide recommendations for use as pre-load material.
- Perform laboratory testing on bulk samples collected from the stockpiles.
- Complete public utility locate requests.
- Perform up to four Cone Penetrometer Tests (CPTs) to a maximum depth of 100 feet below ground surface (bgs) along the road alignment. CPTs will include pore water dissipation to observe groundwater levels at the time of the explorations.
- Perform calculations and consultation to further investigate and refine our settlement analysis under various scenarios utilizing the CPT data.
- Provide a report addendum that includes settlement estimates and recommendations for the onsite material to be utilized as pre-load material.



Amendment: Construction Observation Services for Pre-loading.

- Observe placement of pre-load material and conduct moisture and density testing along the road alignment every 2 to 3 feet
- We have assumed construction observation of the pre-loading will be conducted in up to 4 extended part-time site visits. Extended part-time site visits will take approximately up to 6 hours to complete, including travel to and from the site, time on-site, and completing a field report of the on-site activities observed.
- Review settlement monitoring data provided to CGS by the contractor. In order to provide a cost estimate, we have assumed settlement monitoring will be for less than 12 months. This cost estimate is included in the project management time in the table below.

SUMMARY

- Total budget approved to date: \$49,100
 - Investigation and report budget: \$30,500
 - Construction observation budget: \$18,600
- Investigation and report – Adjustments
 - Adjustment for settlement analysis requested in September: \$3,500
 - Adjustment for additional explorations and analysis: \$23,000
 - Total requested investigation and report budget: \$57,000
- Construction observation – Adjustments
 - General construction testing for aggregate base and asphalt concrete density testing to be provided by others.
 - Modifying scope to include the following:
 - Observation of subgrade prior to placing preload.
 - Observation of preload construction
 - Review of settlement monitoring data provided to CGS by the contractor
 - Observation of subgrade cement amendment
 - Total construction observation budget requested: \$31,400
- Total adjusted contract value: \$88,400

<p>*NOTE: THIS IS THE REVISED TOTAL, NOT THE ADDITIONAL AMOUNT REQUESTED.</p>



Geotechnical Engineering Services Adjusted Total Cost Breakdown

Item	Fee
Original Investigation & Report Budget	\$30,500
Additional Budget Requested in September	\$3,500
Subtotal	\$34,000
Additional Budget Requested October	
Field Work to Observe Stockpiles	\$2,200
Laboratory Testing	\$3,500
Memo for Stockpile Observations	\$800
Mark Additional Exploration Locations	\$900
Additional CPTs	\$11,200
Additional Settlement Analysis	\$2,500
<u>Revised Report/Report Addendum</u>	<u>\$1,900</u>
Subtotal	\$23,000
TOTAL for Investigation & Report	\$57,000

Revised Construction Observation Services

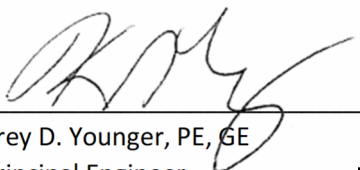
Item	Fee
Full-time Site Visits for Cement Amendment	\$6,900
Extended Part-Time Visits for Pre-loading	\$5,200
Project Management & Settlement Monitoring	\$19,300
TOTAL for Construction Observation Services	\$31,400

CLOSING

ORIGINAL CONTRACT AMOUNT FOR THIS TASK	\$18,600
ADDITIONAL FEE REQUESTED FOR THIS TASK	\$12,800

We appreciate the opportunity to continue to work with Mackay -Sposito. If you have any questions or require additional information, please do not hesitate to call me at 503-866-6667.

Respectfully,


 Krey D. Younger, PE, GE
 Principal Engineer

TOTAL AMOUNT REQUESTED IN THIS CHANGE ORDER = \$16,300

APPENDIX B: WETLAND DELINEATION - (ECOLOGICAL LAND SERVICES)

Port of Camas Washougal
Project Management

CONTRACT TRACKING MEMORANDUM

NO. 1 – Wetland Delineation

SE 41st Street Engineering Services
Project Number 18041

Purpose: To consistently track known (agreed and negotiated) changes in scope and cost that may later require a change to the Maximum Amount Payable through an approved Scope of Work Amendment, understanding that work is early in the contract life and actual contract changes will not be made at this time.

Consultant Firm: Mackay & Sposito, Inc.
Max Amt Payable: \$548,288.00

Memo No.	Cost Change
1	\$6,061.13
2	
3	
4	
5	
6	
7	

Scope Change:

TASK 04 Wetland Delineation – Ecological Land Services

Description:

Due to unforeseen wetland changes, additional site visits (14h), correspondence (4h), figure and data sheet revisions (10h) were required to complete the CAR.

Deliverable(s):

- Complete delineation report including wetland rating forms, data sheets, and figure set following Corps, Ecology, and City of Washougal.

Schedule Change: Subsequent submittal milestones will coincide with the project's overall design milestones.

Cost Change: The total amount of the billings for the work shall not exceed: \$16,511.13.
 This out-of-scope work will be absorbed into the overall project budget if at project completion there is budget remaining. If there is no budget remaining this out-of-scope work will be paid for by the Port.

Staff	Position	Estimated Hours	Approved Rate	Total
Ecological Land Services	Subconsultant			\$6,061.13
Total				\$6,061.13

Approved:
Consultant: *[Signature]* 1/10/2024
 PM Initials/Date

[Signature] 1.10.24
 Contract Admin. Initials/Date

Port: _____
 PM Initials/Date

 Contract Admin. Initials/Date

Scope Amendment #2 Fee Proposal Summary

Project Name: 41st Street
 Project Manager: Taylor Wilson
 MSi Job No.: 18041
 Client Job No.:
 Date: 2/6/2025

Task	Description	Total Budget Amount
1.0 - Project Management (additional for extended period)	Project Management	\$ 32,619.00
2.0 - Quality Assurance & Quality Control (additional for preloading)	Quality Assurance & Quality Control	\$ 3,460.00
3.0 - Geotechnical Investigation - Central Geotechnical Services (additional for preloading)	Geotechnical Investigation	\$ 17,930.00
4.0 - Wetland Delineation - Ecological Land Services (previous out-of-scope work)	Wetland Delineation	\$ 6,667.24
6.0 - Land Surveying (additional for preloading)	6.1 - Settlement Monitoring	\$ 68,228.65
7.0 - Land Use Permitting (removed for unnecessary work)	7.3 - Type II Land Use Permit	\$ (8,584.00)
10.0 - Civil Engineering Services (Includes previous tracked out-of scope work triggered by unforeseen wetland issues and additional work due to preloading)	10.8 - 30% Civil Design - Alignment Study	\$ 12,520.25
	10.9 - 100% Civil Design - Preloading	\$ 7,850.00
13.0 - Construction Management Services (cost escalation for work being pushed back to 2027)	CM Services	\$ 14,511.27
	Subtotal:	\$ 155,202.42
Contingency		
16.1 - USACE 404 Wetland Permit - REVISE - (additional for preloading)	Revise due to permanent wetland impacts (if required)	\$ 16,454.00
17.0 - Additional Settlement Monitoring		\$ 40,526.85
	Contingency Subtotal	\$ 56,980.85
	Total:	\$ 212,183.27

Project Name: 41st Street Project Manager: Taylor Wilson MSI Job No.: 18041 Client Job No.: Date: 2/6/2025		MacKay Sposito, Inc.																				SUBCONSULTANTS				
		ESTIMATED HOURS AND EXPENSES																				Total	Ecological Land Services	Central Geotechnical Services	Total Budget Amount	
Project Manager Survey	Survey Instrument Person	Survey Party Chief	Survey Technician IV	Land Surveyor IV	Planner	Planning Manager	Natural Resource Specialist IV	Natural Resource Specialist III	Environmental Manager I	Environmental Manager II	Landscape Architect II	Landscape Manager	Project Manager Design	Project Engineer	Engineering Manager	Design Technician IV	Construction Inspector II	Construction Manager II	GIS Mapping Specialist II	Expenses						
1.0 - Project Management	1.1 - Project Administration												28.00	8.00	10.00								\$11,170.00		\$11,170.00	
	1.2 - Project Scheduling									2.00			8.00										\$2,354.00		\$2,354.00	
	1.3 - Project Team Meetings												28.00	8.00	5.00								\$9,845.00		\$9,845.00	
	1.4 - Subconsultant Coordination												20.00	8.00	10.00								\$9,250.00		\$9,250.00	
Project Management Subtotal																							\$32,619.00		\$32,619.00	
2.0 - Quality Assurance & Quality Control	2.1 - Prime Consultant QA/QC													5.00		2.00							\$1,730.00		\$1,730.00	
	2.2 - Subconsultant Deliverable Review													5.00		2.00							\$1,730.00		\$1,730.00	
Quality Assurance & Quality Control Subtotal																							\$3,460.00		\$3,460.00	
3.0 - Geotechnical Investigation - Central Geotechnical Services	3.0 - Geotechnical Investigation - Central Geotechnical Services																							\$17,930.00	\$17,930.00	
Geotechnical Investigation Subtotal																									\$17,930.00	
4.0 - Wetland Delineation - Ecological Land Services	4.0 - Wetland Delineation - Ecological Land Services																							\$6,667.24	\$6,667.24	
Wetland Delineation Subtotal																								\$6,667.24		
6.0 - Land Surveying	6.1 - Settlement Monitoring		119.00	119.00		68.00																\$2,523.65	\$52,996.65		\$52,996.65	
	6.2 - Boundary Line Adjustment	8.00			48.00	24.00							4.00										\$15,232.00		\$15,232.00	
Land Surveying Subtotal																							\$68,228.65		\$68,228.65	
7.0 - Land Use Permitting	7.3 - Type II Land Use Permit																									
Land Use Permitting Subtotal																										
10.0 - Civil Engineering Services	10.8 - 30% Civil Design - Alignment Study																									
	10.9 - 100% Civil Design - Preloading												8.00	24.00	2.00								\$12,520.25	\$12,520.25	\$12,520.25	
Civil Engineering Services Subtotal																							\$7,850.00		\$7,850.00	
13.0 - Construction Management Services	13.0 - Construction Management Services																						\$14,511.27	\$14,511.27	\$14,511.27	
Construction Management Services Subtotal																							\$14,511.27		\$14,511.27	
TOTAL HOURS		0.00	119.00	119.00	0.00	68.00	-38.00	-2.00	0.00	0.00	0.00	2.00	-8.00	-2.00	102.00	48.00	31.00	0.00	0.00	0.00	0.00					
2025 RATES		230.00	129.00	182.00	160.00	198.00	172.00	220.00	173.00	158.00	194.00	217.00	152.00	196.00	240.00	225.00	265.00	177.00	176.40	220.50	183.00					
TOTAL DOLLARS		\$0.00	\$15,351.00	\$21,658.00	\$0.00	\$13,464.00	(\$6,536.00)	(\$440.00)	\$0.00	\$0.00	\$0.00	\$434.00	(\$1,216.00)	(\$392.00)	\$24,480.00	\$10,800.00	\$8,215.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,555.17	\$130,605.17	\$6,667.24	\$17,930.00	\$155,202.42
Contingency	16.1 - USACE 404 Wetland Permit - REVISE								8		60.00	4.00														
	17.0 - Additional Settlement Monitoring		91	91		52																				
Contingency Subtotal																							\$1,929.85	\$16,454.00	\$40,526.85	\$212,183.27

- Using original contract rates for the purposes of removing from scope.
- This is an addition to the original contract amount to account for three years of 5% cost escalation applied for future rate increases.
- This is the actual amount spent during design with the applicable rates at that time.
- These rates are based on anticipated 2026 billing rates.
- This is an additional 5% escalation to account for rate increases on work occurring in 2027.