

RESOLUTION NO. 1423

A RESOLUTION OF THE CITY OF DAYTON, WASHINGTON, AUTHORIZING A  
RESOLUTION AUTHORIZING TASK ORDER 2020-02 BETWEEN THE CITY OF DAYTON  
AND ANDERSON PERRY & ASSOCIATES, INC., FOR SERVICES RELATED TO DESIGN  
AND CONSTRUCTION ENGINEERING FOR PAVEMENT IMPROVEMENTS TO W.  
CAMERON STREET

WHEREAS, the City of Dayton (hereinafter "City") has previously entered into a  
General Professional Services Agreement with Anderson Perry & Associates, Inc.; and

WHEREAS, the City now desires to approve Task Order 2020-02, attached hereto as  
Exhibit A and incorporated herein by reference, so as to allow for Anderson Perry &  
Associates, Inc. to perform design and construction engineering services related to the  
Cameron Street Seal Coat Project, Transportation Improvement Board (TIB) Project No.  
2-E-924(007)-1, not to exceed \$6,000.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DAYTON, WASHINGTON, DOES  
HEREBY RESOLVE AS FOLLOWS:

SECTION 1. AUTHORIZATION OF AGREEMENT. The City Council hereby authorizes Task Order  
2020-02 to perform design and construction engineering services related to the Cameron  
Street Seal Coat Project, Transportation Improvement Board (TIB) Project No. 2-E-  
924(007)-1, not to exceed \$6,000.

SECTION 2. EXECUTION OF AGREEMENT. The Mayor is hereby authorized to execute the  
agreement on behalf of the City of Dayton.

SECTION 3. The Mayor or his designee is hereby authorized to implement such administrative  
procedures as may be necessary to carry out the directions of this legislation.

SECTION 4. EFFECTIVE DATE. That this resolution shall take effect and be in full force upon  
passage and signatures hereon.

PASSED by the City Council of the City of Dayton, Washington on this 8 day of  
July, 2020.

City of Dayton

  
Zac Weatherford, Mayor

Attested/Authenticated by:

Delia M. Hays for  
Trina Cole, City Administrator

Approved as to form:

In PLS  
Quinn Plant, City Attorney

**TASK ORDER 2020-02**

**CITY OF DAYTON, WASHINGTON  
CAMERON STREET CHIP SEAL  
ENGINEERING SERVICES**

This Task Order shall be attached to and become a permanent part of the Agreement for on-call civil engineering services entered into by and between the City of Dayton, Washington (CITY) and Anderson Perry & Associates, Inc., (ENGINEER) on February 13, 2019.

**SCOPE OF WORK**

The work under this task order consists of providing design and construction engineering services to the CITY for pavement repairs on Cameron Street near Highway 12. Also included is coordination with Columbia County to facilitate the completion of chip seal on Cameron Street from Highway 12 to Cottonwood Street. The scope of services is in accordance with the attached Exhibit A.

**COMPENSATION**

The CITY will compensate the ENGINEER for performing the services outlined in this Task Order on a time and materials basis not to exceed \$6,000 without approval from the CITY, pursuant to the ENGINEER's current Hourly Fee Schedule (Exhibit B).

This Task Order is executed on the date shown below.

CITY: City of Dayton, Washington

ENGINEER: Anderson Perry & Associates, Inc.

By: 

By: 

Name: Zac Weatherford

Name: Jake Hollopeter, P.E.

Title: Mayor

Title: Vice President

Date: 07/13/2020

Date: June 8, 2020

## **EXHIBIT A**

### **CITY OF DAYTON, WASHINGTON CLAY STREET IMPROVEMENTS ENGINEERING SERVICES**

#### **SCOPE OF WORK**

##### **GENERAL**

The work generally consists of the design, preparation of construction plans by Small Works Roster, and limited construction engineering assistance for pavement repairs on Cameron Street near Highway 12. Also included is coordination with Columbia County to facilitate the completion of chip seal on Cameron Street from Highway 12 to Cottonwood Street.

The design will be completed in accordance with applicable City of Dayton (CITY) and Washington State Department of Transportation (WSDOT) standards. Contract Documents will be prepared in WSDOT format using the 2020 version of the WSDOT/American Public Works Association (APWA) Standard Specifications for Road, Bridge, and Municipal Construction.

In general, the work will include the following key components and deliverables:

1. Design (Small Works Roster package)
2. Bidding assistance
3. Limited construction engineering assistance

##### **DUTIES AND RESPONSIBILITIES OF ANDERSON PERRY & ASSOCIATES, INC. (ENGINEER)**

###### **TASK 1 - PROJECT ADMINISTRATION**

The ENGINEER will oversee project tasks and coordinate with CITY representatives to manage the scope and budget. The following is a description of Project Administration tasks:

1. Prepare and submit monthly invoices. Each invoice 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, and total cost for labor and expenses for the billing period. The use of subconsultants is not expected.
2. Prepare a brief Project Status Report to accompany the monthly invoices. The Project Status Report will include a brief summary of work performed during the billing period, along with a notice to the CITY raising any issues or concerns that could require a contract amendment/supplement.
3. Project management. General coordination with CITY and ongoing monitoring of tasks and resources.
4. Maintain all contract-required documentation. Provide copies (or originals if necessary) of project files and records to the CITY for audits and public information requests. All final documents will be provided in electronic format as requested.

##### **Deliverables**

- ☐ Monthly Invoices
- ☐ Project Documentation



## **TASK 2 - DESIGN**

### **2.1 Street Design**

The ENGINEER will prepare design plans for the pavement repair on Cameron Street near Highway 12.

### **2.2 Contract Documents and Estimates**

The ENGINEER will prepare construction contract documents to be bid using the Municipal Research and Services Center (MRSC) Small Works Roster in WSDOT format using the 2020 version of the WSDOT/APWA Standard Specifications for Road, Bridge, and Municipal Construction. Construction estimates will be based on preliminary design quantities, with costs based on historic bid records. With each submittal, the quantities and unit bid costs will be updated as necessary. The documents will evolve with each submittal. The following is the intended representation for the approximate design level:

1. The 50 percent conceptual plans will have limited detail information but will represent the general intent of the project. It is assumed that upon approval of the 50 percent drawings by the CITY, all major project features will be considered finalized and only minor modifications will be required.
2. The final submittal will incorporate any CITY comments and be a bid ready document stamped and signed by the responsible engineer.

All preliminary documents will be submitted in PDF format. Final documents will be provided in their original electronic format.

#### **Deliverables**

- ☐ Construction Plans
- ☐ Contract Documents
- ☐ Construction Estimate

### **2.3 Quality Assurance**

The ENGINEER will provide quality assurance/quality control (QA/QC) for all design work in accordance with the ENGINEER's QA/QC standards. The ENGINEER will provide senior level design and construction personnel to review plan submittals and provide technical support.

## **TASK 3 - BID PHASE SERVICES**

The project will be advertised using the MRSC/CITY's Small Works Roster. The ENGINEER will assist the CITY in advertising the project and provide Contract Documents for prospective bidders. The ENGINEER will provide design experts who worked on the project to be available in responding to contractor questions during bidding and will issue addenda as necessary to clarify or modify the bidding documents.

#### **TASK 4 - CONSTRUCTION ASSISTANCE**

The ENGINEER will provide limited construction assistance. This work is expected to include the following:

1. Assistance with Transportation Improvement Board (TIB) documentation
2. Periodic site visits to answer questions
3. Preparation of pay estimate(s)
4. Preparation of Record Drawings

#### **TASK 5 - COLUMBIA COUNTY CHIP SEAL ASSISTANCE**

The ENGINEER will assist the CITY in coordination with Columbia County to chip seal Cameron Street.

#### **PROJECT ASSUMPTIONS**

The following assumptions will apply to this Scope of Work:

1. The CITY will pay all required permit fees.
2. The project is exempt from a State Environmental Policy Act (SEPA) Checklist and a Construction Stormwater Permit.

## EXHIBIT B HOURLY FEE SCHEDULE

April 1, 2020

### PROFESSIONAL TECHNICAL STAFF

TECHNICIANS	ENGINEERING	ARCHAEOLOGY
Technician I .....\$ 50.00	Engineering Technician I .....\$ 95.00	Archaeologist Technician I .....\$ 50.00
Technician II .....\$ 60.00	Engineering Technician II .....\$ 100.00	Archaeologist Technician II .....\$ 55.00
Technician III .....\$ 70.00	Engineering Technician III .....\$ 105.00	Staff Archaeologist I .....\$ 65.00
Technician IV .....\$ 80.00	Staff Engineer I .....\$ 105.00	Senior Archaeologist I .....\$ 90.00
Technician V .....\$ 85.00	Staff Engineer II .....\$ 115.00	Senior Archaeologist II .....\$ 110.00
Technician VI .....\$ 90.00	Project Engineer I .....\$ 120.00	
Technician VII .....\$ 95.00	Project Engineer II .....\$ 125.00	
Senior Technician I .....\$ 100.00	Project Engineer III .....\$ 130.00	<b>PROJECT REPRESENTATIVES</b>
Senior Technician II .....\$ 110.00	Project Engineer IV .....\$ 140.00	Project Representative I .....\$ 95.00
Senior Technician III .....\$ 115.00	Project Engineer V .....\$ 145.00	Project Representative II .....\$ 100.00
Senior Technician IV .....\$ 120.00	Senior Engineer I .....\$ 155.00	Project Representative III .....\$ 105.00
Senior Technician V .....\$ 125.00	Senior Engineer II .....\$ 160.00	Project Representative IV .....\$ 110.00
Senior Technician VI .....\$ 130.00	Senior Engineer III .....\$ 165.00	
Senior Technician VII .....\$ 175.00	Senior Engineer IV .....\$ 175.00	
	Senior Engineer V .....\$ 180.00	<b>OVERTIME</b>
	Senior Engineer VI .....\$ 185.00	Overtime Surcharge .....\$ 35.00
	Senior Engineer VII .....\$ 190.00	
	Senior Engineer VIII .....\$ 205.00	

### SURVEYORS AND CREWS

Survey Technician I .....\$ 60.00	Professional Land Surveyor I ...\$ 120.00	Total Station .....\$ 23.00
Survey Technician II .....\$ 75.00	Professional Land Surveyor II ..\$ 130.00	ATV (4-hour minimum) .....\$ 30.00
Survey Technician III .....\$ 85.00	Professional Land Surveyor III . \$ 135.00	Resource Grade GPS .....\$ 20.00
Survey Crew Chief I .....\$ 90.00	Professional Land Surveyor IV . \$ 160.00	Electrofischer .....\$ 25.00
Survey Crew Chief II .....\$ 115.00	Professional Land Surveyor V ..\$ 170.00	Unmanned Aircraft System
Survey Crew Chief III .....\$ 120.00	GPS Total Station .....\$ 40.00	(UAS/Drone) .....\$ 45.00
	Robotic Survey Station .....\$ 30.00	GIS Arrow Gold RTK GPS Unit ...\$ 30.00

### OUT OF TOWN WORK

Mileage will be charged at the applicable IRS rate for vehicles, which is \$0.575 per mile for standard highway vehicles as of January 1, 2020. Mileage will be charged at \$0.75 per mile for vans and pickup trucks. Subsistence will be charged either per diem or actual cost, per contract. Lodging will be billed at actual cost.

### OTHER

Other miscellaneous, direct, and outside expenses, including special Consultants, will be charged at actual cost plus 10%.

Expert Witness will be charged at two times the standard hourly rate.

All accounts unpaid 30 days after date of invoice may be charged a service fee of 1.0% per month.