



PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement (“**Agreement**”) is effective as of the date of last signature below and is between the City of Everett, a Washington municipal corporation (*the “City”*), and the Service Provider identified in the Basic Provisions below (“**Service Provider**”). This Agreement is for the purpose of the Service Provider providing services to the City as set forth in the Agreement. This Agreement includes and incorporates the Basic Provisions, the attached General Provisions, the attached scope of work (Exhibit A), and the attached method of compensation (Exhibit B).

BASIC PROVISIONS	
Service Provider	Kimley-Horn and Associates, Inc.
	Suite 200, 2828 Colby Avenue Everett, WA 98201
	Brad.Lincoln@kimley-horn.com
City Project Manager	Klayton Leingang
	City of Everett – Public Works 2930 Wetmore Ave., 10-C Everett, WA 98201
	KLeingang@everettwa.gov
Brief Summary of Scope of Work	The consultant will provide final design plans, specifications and estimate for the North Broadway Pedestrian Bridge.
Completion Date	December 31, 2028
Maximum Compensation Amount	\$3,059,270

BASIC PROVISIONS	
Service Provider Insurance Contact Information	JoAnne Harris
	720-739-5298
	JoAnne.Harris@kimley-horn.com
State Retirement Systems (must answer both questions)	<p>Does Service Provider have 25 or more employees?</p> <p style="text-align: center;">Answer: Yes</p> <p>If Service Provider has less than 25 employees, did any Service Provider Personnel who will work under this Professional Services Agreement retire under a DRS retirement system?</p> <p style="text-align: center;">Answer: N/A - Service Provider has 25 or more employees</p> <p>“DRS retirement system” refers to any of the following Public Employers’ Retirement System (PERS), School Employees’ Retirement System (SERS), Teachers’ Retirement System (TRS), and Law Enforcement Officers and Fire Fighters plan (LEOFF).</p> <p>“Service Provider Personnel” includes Service Provider employees and owners (such as shareholders, partners or members). If Service Provider is a sole proprietor, then “Service Provider Personnel” refers to the sole proprietor.</p>
Willful Wage Violation Certification	<p>By signing this Agreement, the Service Provider certifies that, within the five-year period immediately preceding the date of Service Provider’s signature, the Service Provider has not been determined by a final and binding citation and notice of assessment issued by the Washington Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction to have willfully violated, as defined in RCW 49.48.082, any provision of chapter 49.46, 49.48, or 49.52 RCW. This certification covers any entity, however organized, that is substantially identical to Service Provider. Submission of an untrue certification by Service Provider is a material breach and cause for Agreement termination.</p>

END OF BASIC PROVISIONS

IN WITNESS WHEREOF, the City and Service Provider have executed this Agreement, which includes and incorporates the above Basic Provisions, the attached General Provisions, the attached scope of work (Exhibit A), and the attached method of compensation (Exhibit B).

**CITY OF EVERETT
WASHINGTON**

KIMLEY-HORN AND ASSOCIATES, INC.



Bradly J Lincoln

Cassie Franklin, Mayor

Signature: _____

Name of Signer: Brad Lincoln

Signer's Email Address: Brad.Lincoln@kimley-horn.com

Title of Signer: Associate

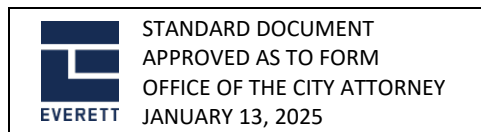
04/27/2026

Date

ATTEST



Office of the City Clerk



ATTACHMENT
PROFESSIONAL SERVICES AGREEMENT
(GENERAL PROVISIONS v.1.13.25)

1. **Engagement of Service Provider.** The City hereby agrees to engage Service Provider, and Service Provider hereby agrees, to perform the work in a competent and professional manner and provide the services described in the Scope of Work attached as Exhibit A. The Scope of Work so identified is hereafter referred to as “Work”. Without a written directive of an authorized representative of the City, Service Provider shall not perform any services that are in addition to, or beyond the scope of, the Work. If Service Provider’s proposal or other document generated by Service Provider is incorporated or attached as an exhibit or part of any exhibit to this Agreement or in any amendment or task or work order pursuant to this Agreement, then such proposal or document is part of this Agreement solely to the extent that it describes the Work, the Work schedule, and the amounts or rates to be paid for such Work, and Service Provider expressly agrees that no terms or conditions from such proposal or document are incorporated or included into this Agreement. In the event of difference or conflict between parts of this Agreement, Service Provider shall be bound by whichever is more stringent on Service Provider. If, and to the extent, the Work includes the design of a public work or improvement, in whole or in part, Service Provider’s design shall be reasonably accurate, adequate and suitable for its intended purpose.
2. **Intellectual Property Rights.** Reports, drawings, plans, specifications and any other intangible property created in furtherance of the Work are property of the City for all purposes, whether the project for which they are made is executed or not, and may be used by the City for any purpose. Any reuse by the City of these reports, drawings, plans, specifications and intangible property for purposes other than in connection with the Work is at the sole risk of the City. To the extent the Work includes material subject to copyright, Service Provider agrees that the Work is done as a “Work For Hire” as that term is defined under U.S. copyright law, and that as a result, the City shall own all copyrights in the Work. To the extent that the Work includes material subject to proprietary right protection but does not qualify as a “Work For Hire” under applicable law, Service Provider hereby assigns to the City all right, title and interest in and to the Work, including all copyrights, patents, trade secrets, and other proprietary rights therein (including renewals thereof). To the maximum extent permitted by law, Service Provider waives all moral rights in the Work. Notwithstanding the foregoing, Service Provider retains any intellectual property rights in documents and intangible property created by Service Provider prior to engagement, or not created by Service Provider for its performance of this Agreement.
3. **Time of Beginning and Completion of Performance.** This Agreement shall commence as of the date of mutual execution of this Agreement and the Work shall be completed by Completion Date stated in the Basic Provisions.
4. **Compensation.**
 - A. The City shall pay Service Provider only for completed Work and for services actually rendered which are described herein. Such payment shall be full compensation for Work performed or services rendered, including, but not limited to, all labor, materials, supplies, equipment and incidentals necessary to complete the Work.
 - B. Service Provider shall be paid such amounts and in such manner as described in Exhibit B.
 - C. Service Provider may receive payment as reimbursement for Eligible Expenses actually incurred. “Eligible Expenses” means those expenses as set forth in an exhibit to this Agreement or such expenses as are approved for reimbursement by the City in writing prior to the expense being incurred. An expense shall not be reimbursed if: (1) the expense is not

- identified as an Eligible Expense; (2) the expense exceeds the per item or cumulative limits for such expense if it is identified as an Eligible Expense; or (3) the expense was not approved in writing by an authorized City representative prior to Service Provider incurring the expense. If, and to the extent, overnight lodging in western Washington is authorized, Service Provider is strongly encouraged to lodge within the corporate limits of City. When authorized, Service Provider will be reimbursed 100% of lodging expense, if lodged within the corporate limits of the City, but Service Provider will be reimbursed 50% of lodging expense when lodged outside the corporate limits of the City. If authorized, the City may (at its sole option) obtain or arrange air travel for Service Provider.
- D. Total compensation, including all services and expenses, shall not exceed the Maximum Compensation Amount in the Basic Provisions.
- E. If Service Provider fails or refuses to correct its work when so directed by the City, the City may withhold from any payment otherwise due an amount that the City in good faith believes is equal to the cost to the City of correcting, re-procuring, or remedying any damage caused by Service Provider's conduct.
5. **Method of Payment.**
- A. To obtain payment, Service Provider shall (a) file its request for payment, accompanied by evidence satisfactory to the City justifying the request for payment; (b) submit a report of Work accomplished and hours of all tasks completed; (c) to the extent reimbursement of Eligible Expenses is sought, submit itemization of such expenses and, if requested by the City, copies of receipts and invoices; and (d) comply with all applicable provisions of this Agreement. Service Provider shall be paid no more often than once every thirty days.
- B. All requests for payment should be sent to the City Project Manager Address in the Basic Provisions or to an address designated by the City Project Manager in writing.
6. **Submission of Reports and Other Documents.** Service Provider shall submit all reports and other documents as and when specified in the Scope of Work. This information shall be subject to review by the City, and if found to be unacceptable, Service Provider shall correct and deliver to the City any deficient Work at Service Provider's expense with all practical dispatch. Service Provider shall abide by the City's determinations concerning acceptability of Work.
7. **Termination of Contract.** City reserves the right to terminate this Agreement at any time by sending written notice of termination to Service Provider ("Notice"). The Notice shall specify a termination date ("Termination Date"). The Notice shall be effective ("Notice Date") upon the earlier of either actual receipt by Service Provider (whether by email, mail, delivery or other method reasonably calculated to be received by Service Provider in a reasonably prompt manner) or three calendar days after issuance of the Notice. Upon the Notice Date, Service Provider shall immediately commence to end the Work in a reasonable and orderly manner. Unless terminated for Service Provider's material breach, Service Provider shall be paid or reimbursed for: (a) all hours worked and Eligible Expenses incurred up to the Notice Date, less all payments previously made; and (b) those hours worked and Eligible Expenses incurred after the Notice Date, but prior to the Termination Date, that were reasonably necessary to terminate the Work in an orderly manner. The City does not by this Section waive, release or forego any legal remedy for any violation, breach or non-performance of any of the provision of this Agreement. At its sole option, and without limitation of or prejudice to any other available remedy or recourse, the City may deduct from the final payment due Service Provider (a) any damages, expenses or costs arising out of any such violations, breaches, or non-performance and (b) any other backcharges or credits.
8. **Changes.** The City may, from time to time, unilaterally change the scope of the services of Service Provider to be performed hereunder. Such changes, including any increase or decrease in the

scope of work (and resulting increase or decrease in compensation), shall: (a) be made only in writing and signed by an authorized City representative, (b) be explicitly identified as an amendment to this Agreement and (c) become a part of this Agreement.

9. **Subletting/Assignment of Contracts.** Service Provider shall not sublet or assign any of the Work without the express, prior written consent of the City.
10. **Indemnification.** Except as otherwise provided in this Section, Service Provider hereby agrees to defend and indemnify and save harmless the City from any and all Claims arising out of, in connection with, or incident to any negligent or intentional acts, errors, omissions, or conduct by Service Provider (or its employees, agents, representatives or subcontractors/subconsultants) relating to this Agreement, whether such Claims sound in contract, tort, or any other legal theory. Service Provider is obligated to defend and indemnify and save harmless the City pursuant to this Section whether a Claim is asserted directly against the City, or whether it is asserted indirectly against the City, e.g., a Claim is asserted against someone else who then seeks contribution or indemnity from the City. Service Provider's duty to defend and indemnify and save harmless pursuant to this Section is not in any way limited to, or by the extent of, insurance obtained by, obtainable by, or required of Service Provider. Service Provider's obligations under this Section shall not apply to Claims caused by the sole negligence of the City. If (1) RCW 4.24.115 applies to a particular Claim, and (2) such Claim is caused by or results from the concurrent negligence of (a) Service Provider, its employees, subcontractors/subconsultants or agents and (b) the City, then Service Provider's obligations under this Section shall be only to the extent of Service Provider's negligence. Solely and expressly for the purpose of its duties to indemnify and defend and save harmless the City, Service Provider specifically waives any immunity it may have under the State Industrial Insurance Law, Title 51 RCW. Service Provider recognizes that this waiver of immunity under Title 51 RCW was specifically entered into pursuant to the provisions of RCW 4.24.115 and was the subject of mutual negotiation. As used in this Section: (1) "City" includes the City, the City's officers, employees, agents, and representatives and (2) "Claims" include, but is not limited to, any and all losses, penalties, fines, claims, demands, expenses (including, but not limited to, attorney's fees and litigation expenses), suits, judgments, or damages, irrespective of the type of relief sought or demanded, such as money or injunctive relief, and irrespective of whether the damage alleged is bodily injury, damage to property, economic loss, general damages, special damages, or punitive damages or infringement or misappropriation of any patent, copyright, trade secret, or other proprietary right. If, and to the extent, Service Provider employs or engages subconsultants or subcontractors, then Service Provider shall ensure that each such subconsultant and subcontractor (and subsequent tiers of subconsultants and subcontractors) shall expressly agree to defend and indemnify and save harmless the City to the extent and on the same terms and conditions as Service Provider pursuant to this Section. The provisions of this Section shall survive the termination of this Agreement.
11. **Insurance.**
 - A. Service Provider shall comply with the following conditions and procure and keep in force during the term of this Agreement, at Service Provider's own cost and expense, the policies of insurance as set forth in this Section with companies authorized to do business in the State of Washington, which are rated at least "A-" or better and with a numerical rating of no less than seven (7), by A.M. Best Company and which are acceptable to the City.
 1. Workers' Compensation Insurance as required by Washington law and Employer's Liability Insurance with limits not less than \$1,000,000 per occurrence. If the City authorizes sublet work, Service Provider shall require each subcontractor to provide Workers' Compensation Insurance for its employees, unless Service Provider covers such employees.

2. Commercial General Liability (CGL) Insurance on an occurrence basis in an amount not less than \$1,000,000 per occurrence and at least \$2,000,000 in the annual aggregate, including but not limited to: premises/operations (including off-site operations), blanket contractual liability and broad form property damage.
 3. Business Automobile Liability Insurance in an amount not less than \$1,000,000 per occurrence, extending to any automobile. A statement certifying that no vehicle will be used in accomplishing this Agreement may be substituted for this insurance requirement.
 4. Professional Errors and Omissions Insurance in an amount not less than \$2,000,000 per occurrence and \$2,000,000 in the annual aggregate. Such coverage may be written on a claims made basis.
- B. The above CGL and auto liability policies shall be primary as to the City and shall contain a provision that the policy shall not be canceled or materially changed without 30 days prior written notice to the City. No cancellation provision in any insurance policy shall be construed in derogation of the continuous duty of Service Provider to furnish the required insurance during the term of this Agreement.
 - C. Upon written request by the City, the insurer or its agent will furnish, prior to or during any Work being performed, a copy of any policy cited above, certified to be a true and complete copy of the original.
 - D. The Description of Operations on the Certificate of Insurance must substantially read as follows: "The above commercial general and auto liability policies are primary as to the City of Everett; have the City of Everett, its officers, employees, agents, and volunteers as additional insureds; and contain a provision that the policy shall not be canceled or materially changed without 30 days prior written notice to the City of Everett."
 - E. Prior to Service Provider performing any Work, Service Provider shall provide the City or the City's designee with a Certificate of Insurance acceptable to the City Attorney evidencing the required insurance. Service Provider shall provide the City or the City's designee with either (1) a true copy of an endorsement naming the City of Everett, its officers, employees, agents and volunteers as Additional Insureds on the Commercial General Liability Insurance policy and the Business Automobile Liability Insurance policy with respect to the operations performed and services provided under this Agreement and that such insurance shall apply as primary insurance on behalf of such Additional Insureds or (2) a true copy of the blanket additional insured clause from the policies. Receipt by the City or the City's designee of any certificate showing less coverage than required is not a waiver of Service Provider's obligations to fulfill the requirements of this Section. No statement on a third-party website (such as a Trustlayer) that a requirement is "waived" or "overridden" is a waiver of Service Provider's obligations to fulfill the requirements of this Section.
 - F. If the Professional Errors and Omissions Insurance is on a claims made policy form, the retroactive date on the policy shall be the effective date of this Agreement or prior. The retroactive date of any subsequent renewal of such policy shall be the same as the original policy provided. The extended reporting or discovery period on a claims made policy form shall not be less than 36 months following expiration of the policy.
 - G. Service Provider certifies that it is aware of the provisions of Title 51 of the Revised Code of Washington that requires every employer to be insured against liability of Workers' Compensation, or to undertake self-insurance in accordance with the provisions of that Title. Service Provider shall comply with the provisions of Title 51 of the Revised Code of Washington before commencing the performance of the Work. Service Provider shall provide

the City with evidence of Workers' Compensation Insurance (or evidence of qualified self-insurance) before any Work is commenced.

H. In case of the breach of any provision of this Section, the City may, at its option and with no obligation to do so, provide and maintain at the expense of Service Provider, such types of insurance in the name of Service Provider, and with such insurers, as the City may deem proper, and may deduct the cost of providing and maintaining such insurance from any sums which may be found or become due to Service Provider under this Agreement or may demand Service Provider to promptly reimburse the City for such cost.

12. **Risk of Loss.** Service Provider shall be solely responsible for the safety of its employees, agents and subcontractors in the performance of the work hereunder and shall take all protections reasonably necessary for that purpose. All work shall be done at Service Provider's own risk, and Service Provider shall be solely responsible for any loss of or damage to Service Provider's materials, tools, or other articles used or held for use in connection with the work.

13. **Independent Contractor.**

A. This Agreement neither constitutes nor creates an employer-employee relationship. Service Provider must provide services under this Agreement as an independent contractor. Service Provider must comply with all federal and state laws and regulations applicable to independent contractors including, but not limited to, the requirements listed in this Section. Service Provider agrees to indemnify and defend the City from and against any claims, valid or otherwise, made against the City because of these obligations.

B. In addition to the other requirements of this Section, if Service Provider is a sole proprietor, Service Provider agrees that Service Provider is not an employee or worker of the City under Chapter 51 of the Revised Code of Washington, Industrial Insurance for the service performed in accordance with this Agreement, by certifying to the following:

(1) Service Provider is free from control or direction over the performance of the service; and

(2) The service performed is outside the usual course of business for the City, or will not be performed at any place of business of the City, or Service Provider is responsible for the costs of the principal place of business from which the service is performed; and

(3) Service Provider is customarily engaged in an independently established business of the same nature as the service performed, or has a principal place of business for the service performed that is eligible for a business deduction for federal income tax purposes; and

(4) On the effective date of this Agreement, Service Provider is responsible for filing a schedule of expenses, for the next applicable filing period, with the internal revenue service for the type of service performed; and

(5) By the effective date of this Agreement or within a reasonable time thereafter, Service Provider has established an account with the department of revenue and other state agencies, where required, for the service performed for the payment of all state taxes normally paid by employers and businesses and has registered for and received a unified business identifier number from the state of Washington; and

(6) By the effective date of this Agreement, Service Provider is maintaining a separate set of records that reflect all items of income and expenses of the services performed.

C. Any and all employees of Service Provider, while engaged in the performance of any Work, shall be considered employees of only Service Provider and not employees of the City.

Service Provider shall be solely liable for any and all claims that may or might arise under the Worker's Compensation Act on behalf of such employees or Service Provider, while so engaged and for any and all claims made by a third party as a consequence of any negligent act or omission on the part of Service Provider's employees, while so engaged on any of the Work.

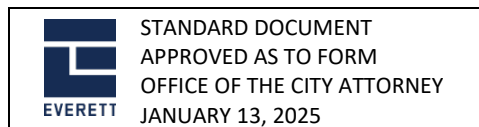
- D. Service Provider shall comply with all applicable provisions of the Fair Labor Standards Act and other legislation affecting its employees and the rules and regulations issued thereunder insofar as applicable to its employees and shall at all times save the City free, clear and harmless from all actions, claims, demands and expenses arising out of such act, and rules and regulations that are or may be promulgated in connection therewith.
 - E. Service Provider assumes full responsibility for the payment of all payroll taxes, use, sales, income, or other form of taxes (such as state and, city business and occupation taxes), fees, licenses, excises or payments required by any city, federal or state legislation which are now or may during the term of the Agreement be enacted as to all persons employed by Service Provider and as to all duties, activities and requirements by Service Provider in performance of the Work and Service Provider shall assume exclusive liability therefor, and meet all requirements thereunder pursuant to any rules or regulations that are now or may be promulgated in connection therewith.
14. **Employment/Conflict of Interest.** Service Provider warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for Service Provider, to solicit or secure this Agreement and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for Service Provider, any fee, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, the City shall have the right to annul this Agreement without liability or, in its discretion, to deduct from the Agreement price or consideration or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee. Further, it is recognized that Service Provider may or will be performing professional services during the term of this Agreement for other parties; however, such performance of other services shall not conflict with or interfere with Service Provider's ability to perform the Work. Service Provider agrees to resolve any such conflicts of interest in favor of the City.
15. **Audits and Inspections.** At any time during normal business hours and as often as the City may deem necessary, Service Provider shall make available to the City for the City's examination all of Service Provider's records and documents with respect to all matters covered by this Agreement and, furthermore, Service Provider will permit the City to audit, examine and make copies, excerpts or transcripts from such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, conditions of employment and other data relating to all matters covered by this Agreement.
16. **City of Everett Business License.** Service Provider agrees to obtain a City of Everett business license prior to performing any work pursuant to this Agreement.
17. **State of Washington Requirements.** Service Provider agrees to register and obtain any State of Washington business licenses, Department of Revenue account and/or unified business identifier number as required by RCW 50.04.140 and 51.08.195 prior to performing any work pursuant to this Agreement.
18. **Compliance with Federal, State and Local Laws/Prevailing Wages.** Service Provider shall comply with and obey all federal, state and local laws, regulations, and ordinances applicable to the operation of its business and to its performance of work hereunder. If any Work by Service Provider or a subcontractor is subject to prevailing wages under chapter 39.12 RCW, all wages to

workers, laborers, or mechanics employed in the performance of such work shall be not less than prevailing wages under chapter 39.12 RCW. State of Washington prevailing wage rates published by the Washington State Department of Labor and Industries (L&I) are obtainable from the L&I website address: <https://www.lni.wa.gov/licensing-permits/public-works-projects/prevailing-wage-rates/>, and the effective prevailing wage date is the same date as the date of last signature on this Agreement. A copy of the applicable prevailing wage rates are also available for viewing at Owner's office located at City of Everett Public Works, 3200 Cedar St, Everett, WA, and the City will mail a hard copy of the prevailing wage rates upon written request.

19. **Compliance with the Washington State Public Records Act.** Service Provider acknowledges that the City is subject to the Public Records Act, chapter 42.56 RCW (the "Act"). All records owned, used or retained by the City are public records subject to disclosure unless exempt under the Act, whether or not such records are in the possession or control of the City or Service Provider. Service Provider shall cooperate with the City so that the City may comply with all of its obligations under the Act. Within ten (10) days after receipt of notice from the City, Service Provider shall deliver to the City copies of all records relating to this Agreement or relating to the Work that the City determines qualify as the City's public records under the Act. If the City receives a public records request relating to this Agreement or relating to the Work, the City shall seek to provide notice to Service Provider at least ten (10) days before the City releases records pursuant to such public records request, but in no event will the City have any liability to Service Provider for any failure of the City to provide such notice. In addition to its other indemnification and defense obligations under this Agreement, Service Provider shall indemnify and defend the City from and against any and all losses, penalties, fines, claims, demands, expenses (including, but not limited to, attorney's fees and litigation expenses), suits, judgments, or damage arising from or relating to any failure of Service Provider to comply with this Section.
20. **Compliance with Grant/Loan Terms and Conditions.** Service Provider shall comply with any and all terms, conditions, terms and requirements of any federal, state or other agency grant or loan that wholly or partially funds Service Provider's work hereunder. If the grant or loan requires that the agency be a third-party beneficiary to this Agreement, then the agency is a third party beneficiary to this Agreement.
21. **Equal Employment Opportunity.** Service Provider shall not discriminate against any employee, applicant for employment, or other person on the basis of race, color, religion, sex, age, disability, marital state, or national origin or other circumstance prohibited by applicable federal, state, or local law or ordinance. Service Provider shall comply with and shall not violate any applicable provisions of Chapter 49.60 RCW, Title VI of the Civil Rights Act of 1964, and all applicable federal, state, or local law or ordinance regarding non-discrimination.
22. **Waiver.** Any waiver by Service Provider or the City or the breach of any provision of this Agreement by the other party will not operate, or be construed, as a waiver of any subsequent breach by either party or prevent either party from thereafter enforcing any such provisions.
23. **Complete Agreement.** This Agreement contains the complete and integrated understanding and agreement between the parties and supersedes any understanding, agreement or negotiation whether oral or written not set forth herein. The title of this Agreement and the headings used in this Agreement, are for ease of reference only and shall not in any way be construed to limit or alter the meaning of any provision.
24. **Modification of Agreement.** This Agreement may only be modified as provided in Section 8, or by a writing explicitly identified as a modification or amendment of this Agreement that is signed by authorized representatives of the City and Service Provider.

25. **Severability.** If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void, insofar as it is in conflict with said laws, and the remainder of the Agreement shall remain in full force and effect.
26. **Notices.**
- A. Notices to the City shall be sent to the City Project Manager address in the Basic Provisions.
 - B. Notices to Service Provider shall be sent to its address in the Basic Provisions.
27. **Venue.** Venue for any lawsuit arising out of this Agreement shall be in the Superior Court of Snohomish County, Washington.
28. **Governing Law.** The laws of the State of Washington, without giving effect to principles of conflict of laws, govern all matters arising out of or relating to this Agreement.
29. **City Marks.** Service Provider will not use any trade name, trademark, service mark, or logo of the City (or any name, mark, or logo confusingly similar thereto) in any advertising, promotions, or otherwise, without the City's express prior written consent.
30. **No Personal Liability.** No officer, agent or employee of the City shall be personally responsible for any liability arising under this Agreement, whether expressed or implied, nor for any statement or representation made or in any connection with this Agreement.
31. **Federal Debarment.** Service Provider shall immediately notify the City of any suspension or debarment or other action that excludes Service Provider or any Service Provider subcontractor from participation in Federal contracting. Service Provider shall verify all subcontractors that are intended and/or used by Service Provider for performance of Work are in good standing and are not debarred, suspended or otherwise ineligible by the Federal Government. Debarment shall be verified at <https://www.epls.gov/eplsearch.do>. Service Provider shall keep proof of such verification within Service Provider records.
32. **Signature/Counterparts.** This Agreement and any amendment thereto may be signed in counterparts, each of which shall be deemed an original, and all of which, taken together, shall be deemed one and the same document. AdobeSign signatures are fully binding. Any ink, electronic, faxed, scanned, photocopied, or similarly reproduced signature of either party on this Agreement or any amendment hereto will be deemed an original signature and will be fully enforceable as an original signature.
33. **Standard Document.** This General Provisions document is a standard City form document. No changes by Service Provider are authorized to the General Provisions. Notwithstanding anything to the contrary in this Agreement, in the event that Service Provider makes unauthorized changes to the General Provisions, such changes are deemed to have never been made and the contract between the City and Service Provider is deemed to be the unchanged standard City form General Provisions in version stated below, regardless of whether the City signs this Agreement in a form that may contain the unauthorized changes.

END OF GENERAL PROVISIONS
(v.1.13.25)



**EXHIBIT A
PROFESSIONAL SERVICES AGREEMENT
(SCOPE OF WORK -- ATTACHED)**

SCOPE OF WORK

Click or tap here to enter text.

**EXHIBIT B
PROFESSIONAL SERVICES AGREEMENT**

SELECT ONE OF THE FOLLOWING METHODS OF COMPENSATION, EACH OF WHICH IS SUBJECT TO THE MAXIMUM COMPENSATION AMOUNT

HOURLY RATE. The City shall pay Service Provider a sum equal to the amount of hours actually worked multiplied by the rate identified below for staff performing the Work.

Name	Title	Rate
enter name	enter title	enter rate
enter name	enter title	enter rate
enter name	enter title	enter rate
enter name	enter title	enter rate
enter name	enter title	enter rate
enter name	enter title	enter rate
enter name	enter title	enter rate

If there are more staff than rows in the table above, then those staff names, titles, and rates shall be provided in the Scope of Work.

PROGRESS PAYMENTS. The City shall pay Service Provider the following amounts upon the completion of the following tasks.

Task	Amount Paid on Task Completion
enter task	enter amount
enter task	enter amount
enter task	enter amount
enter task	enter amount
enter task	enter amount
enter task	enter amount
enter task	enter amount

If there are more tasks than rows in the table above, then those tasks and payment amounts shall be provided in the Scope of Work.

LUMP SUM. The City shall pay Service Provider \$ enter amount upon the completion of the Work.

METHOD CONTAINED IN SCOPE OF WORK. The City shall pay Service Provider as set forth in the Scope of Work.

METHOD CONTAINED IN ATTACHED PAGE(S). The City shall pay Service Provider as set forth in the spreadsheets or other documents attached to this Exhibit B.

To: Klayton Leingang, Project Manager
Dan Enrico
Tom Hood
City of Everett

From: Molly Toy, Project Manager
Kimley-Horn and Associates, Inc.

Date: March 3, 2026

Subject: Final Design for North Broadway Pedestrian Bridge

Thank you for the opportunity to provide this proposal for the final design of the North Broadway Pedestrian Bridge project. This document presents a scope of work and fee estimate developed by Kimley-Horn (Service Provider) to support the City of Everett (City) in delivering the final design and plans, specifications, and estimate (PS&E) for this project.

Project Understanding

Kimley-Horn understands that the City will act as the Certification Acceptance (CA) agency on behalf of the Washington State Department of Transportation (WSDOT) to administer Move Ahead Washington (MAWA) funding awarded for the design and construction of a pedestrian bridge connecting Everett Community College (College) and the Washington State University Everett (WSU Everett) campuses over North Broadway.

The purpose of the pedestrian bridge is to provide a controlled, grade-separated campus connection between the College and WSU Everett campuses for students, faculty, and staff, to be owned and maintained by the College. The bridge is not intended to serve as a general community crossing of North Broadway, nor is it intended to provide pedestrian or bicycle access for the general public from North Broadway to the bridge structure.

Consistent with the College's operational and safety objectives, the project is expected to include physical deterrents, such as fencing or other access control measures, to:

- Discourage pedestrians and cyclists traveling along North Broadway from accessing the bridge
- Encourage College and University users to utilize the bridge crossing rather than crossing North Broadway at-grade

Pedestrians traveling along North Broadway will continue to cross at the existing signalized intersection, consistent with current operations.

The City has identified reducing construction impacts to North Broadway as a key project priority. Design decisions will strive to maintain traffic and non-motorized operations, reduce construction duration and complexity, and minimize impacts to North Broadway and adjacent roadway infrastructure.

The project is funded in part through MAWA Tier Pedestrian and Bicycle Program funds administered by WSDOT. If the final construction cost of the bridge exceeds the available MAWA funding, the College will be responsible for securing additional funding necessary to advance construction. Funding roles and responsibilities are further defined in the MAWA award documentation and funding agreement.

Kimley-Horn's scope of services includes coordination with the City, College, WSDOT, and stakeholders; survey and base mapping; geotechnical evaluation and recommendations; Type, Size, and Location (TS&L) development at a preliminary design level; State Environmental Policy Act (SEPA) and National Environmental Policy Act (NEPA) coordination and documentation; utility coordination; pedestrian bridge design; stormwater design; pathway and sidewalk connections within the project limits; and preparation of preliminary (~30%), intermediate (~60%), final (~90%), and PS&E (100%) and bid-ready documents.

The design phase is anticipated to be completed over an approximately **twenty-six (26) month period, beginning in April 2026 and concluding in June 2028**, subject to timely decisions, agency coordination, and funding authorization. Phase I – Preliminary Design is scheduled for twelve (12) months. Phase 2 – Final Design is scheduled for fourteen (14) months to complete.

Scope Sections:

- [Phase 1 – Preliminary Design and Analysis](#)
 - 1.01 [Project Management and Coordination \(Phase 1\)](#)
 - 1.02 [Agency Coordination and Public Engagement \(Phase 1\)](#)
 - 1.03 [Survey and Base Mapping](#)
 - 1.04 [Geotechnical Explorations and Recommendations](#)
 - 1.05 [Environmental Coordination and Permitting \(Phase 1\)](#)
 - 1.06 [Cultural Resources](#)
 - 1.07 [Alternatives Analysis](#)
 - 1.08 [Preliminary \(~30%\) Design Deliverable](#)
- [Phase 2 – Final Design](#)
 - 2.01 [Project Management and Coordination \(Phase 2\)](#)
 - 2.02 [Agency Coordination and Public Engagement \(Phase 2\)](#)
 - 2.03 [Utility Coordination](#)
 - 2.04 [Environmental Coordination and Permitting \(Phase 2\)](#)
 - 2.05 [Intermediate \(~60%\) Design Deliverable](#)
 - 2.06 [Final \(~90%\) Design Deliverable](#)
 - 2.07 [PS&E Design Deliverable](#)
 - 2.08 [Bid Support](#)
 - 2.09 [Construction Support](#)

Project Team:

- Prime Consultant: Kimley-Horn & Associates, Inc. (Kimley-Horn)
- Subconsultant: Shannon & Wilson (S&W)
- Subconsultant: Ott-Sakai & Associates (Ott-Sakai)

- Subconsultant: HWA Geotechnical Engineering (HWA)
- Subconsultant: Willamette Cultural Resource Associates, Ltd. (Willamette)
- Subconsultant: S&F Land Services (S&F)
- Subconsultant: APS Surveying & Mapping, Inc. (APS)

Given that the project is being scoped through final design without completion of a preliminary design phase, this scope is developed based on several key assumptions. These assumptions are intended to clarify the anticipated project parameters, define roles and responsibilities, and support efficient delivery of the design. Additional task-specific assumptions are identified throughout this scope.

Assumptions:

- A Notice to Proceed (NTP) will be issued by the City via email.
- Documents to be supplied by the City shall be requested by the Kimley-Horn team in email.
- City of Everett Design and Construction Standards, 2025 Update will be the primary design standards. American Association of State Highway and Transportation Officials (AASHTO) and WSDOT design standards will be used. WSDOT/American Public Works Association (APWA)/ City of Everett specifications will be used, with special provisions written only where required.
- The City will lead formal grant reporting and compliance activities required by WSDOT for MAWA-funded projects, including periodic status reports, documentation of public engagement, inclusion in the State Transportation Improvement Program (STIP) (if federal funding is involved), and any other agency submittals required to authorize and obligate funds.
- The pedestrian bridge is intended to serve as a campus-only connection between the College and the WSU Everett campus and is not intended to serve as a general pedestrian or bicycle crossing of North Broadway.
- No direct pedestrian or bicycle access from North Broadway to the bridge will be provided.
- The project is being scoped through final design without completion of a preliminary design phase. The final bridge type, span configuration, landing configuration, structural system, materials, and architectural treatments are not yet defined.
- The selected bridge type is anticipated to be a conventional, code-compliant pedestrian bridge that can be designed using standard WSDOT and AASHTO guidance without requiring unique or experimental design methodologies. Visual Quality enhancements will be designed to fall within fundamental bridge design principles.
- TS&L development will be completed at Preliminary (~30%) Design sufficient to support Final (~90%) Design, not as a standalone design milestone.
- TS&L development at the Preliminary (~30%) Design is intended to establish the overall bridge framework and does not include final structural calculations, detailed reinforcement design, final quantities, or design details.
- Significant changes to bridge type, alignment, span arrangement, or structural system after approval of Preliminary (~30%) Design may require a scope amendment.
- The project is anticipated to qualify for SEPA and NEPA documentation.

- Coordination for Cityowned, and privately-owned utilities are based on an assumed number of hours. Additional coordination beyond those hours requires additional supplemental scope and budget.
- Temporary construction easements (TCE) may be required per WSDOT. The preparation and negotiation for these TCEs will be completed by the City.
- This scope does not include right-of-way acquisitions.
- The City will pay directly to the title company all expenses for the title commitments, recording fees, escrow services, and title insurance.
- This scope does not include an arborist. Should one be needed to evaluate trees within the project limits, an amendment to project scope, schedule and/or budget will be requested in writing prior to proceeding.
- All technical deliverables shall be transmitted to the City in both native editable format (including but not limited to DWG, DGN, XLSX, DOCX, PPTX, gINT/OpenGround, and modeling files) and PDF format for record purposes.
- References to “cost estimate” shall mean “engineer’s opinion of probable cost.”
- Maximum Extent Feasible (MEF) and design deviations are not anticipated and therefore not provided as part of this scope.
- Once structural geometry, including sidewalk and pathway horizontal and vertical alignments, width, cross-slope, and structure type are agreed upon at Preliminary (~30%) Design. Following Preliminary Design approval, changes to major structural geometry, including sidewalk and pathway alignments, widths, cross-slope, and structure type that require redesign are not included and will require a written scope, schedule, and/or budget amendment.
- Existing overhead and underground utilities may be present within the project limits. It is assumed that if utilities are located within the footprint of the proposed pedestrian bridge, or conflict with the bridge structure, architectural features, or required clearances, such utilities will be relocated to accommodate the project.

SCOPE OF WORK: PHASE 1 — PRELIMINARY DESIGN & ANALYSIS

Task 1.01: Project Management and Coordination (Phase 1)

Kimley-Horn will provide project management and coordination services to support successful delivery of the project from NTP through Preliminary Design. Project management activities include maintaining the project schedule and budgeting; coordinating with the City, the College, WSU Everett, WSDOT (as applicable), and the design team; tracking action items and decisions; and managing completion of scope items across the multidisciplinary team and subconsultants. The Project Manager will monitor budget expenditures and prepare, review, and process monthly invoices to document progress and design status. Kimley-Horn will perform internal quality control and document reviews of deliverables prior to submittal.

- Kickoff Meeting: One (1) project kickoff meeting with the City, College, and key project stakeholders to be held in-person at the City of Everett with virtual option.
- City/College Coordination Meetings: Up to twelve (12) monthly one-hour coordination meetings with the City and College (and other stakeholders as requested by the City).
- City PM Check-Ins: Up to twenty-four (24) bi-weekly 30-minute check-in meetings with the City’s Project Manager.

- Design Team Coordination Meetings: Biweekly coordination meetings with the design team (internal staff and subconsultants) to manage technical integration, schedule, and action items.

Kimley-Horn will prepare and distribute monthly project schedule updates prior to each City/College coordination meeting to track progress, identify critical path items, and support timely decision-making.

Kimley-Horn will prepare and distribute a proposed agenda in advance of each recurring meeting and will distribute an AI-generated meeting summary notes and action items following each meeting.

Assumptions:

- Meetings will occur via Microsoft Teams unless otherwise stated or requested.
- If an in-person meeting is requested by either Kimley-Horn or the City, a minimum of one (1) week's notice will be provided.

Deliverables:

- Monthly invoices – Electronic (PDF)
- Monthly meeting agendas – Electronic (PDF)
- Monthly meeting summary notes – Electronic (PDF)
- Monthly project schedule updates – Electronic (PDF)

Task 1.02: Agency Coordination & Public Engagement (Phase 1)

Kimley-Horn will support agency coordination and public engagement activities during Preliminary Design to inform agencies, stakeholders, and the public of the project and to obtain input on defined project elements. Engagement activities will be structured to support decision-making and will be coordinated with the City and the College to align with project goals, schedule, and funding requirements.

Agency Coordination

Kimley-Horn will coordinate with relevant agencies to communicate project status, schedule, and design concepts to gauge project interest and identify agency constraints that may affect project development. Coordination activities may include preparation and distribution of project information materials and participation in up to two (2) agency coordination meetings. Agency input will be documented and provided to the City and the College for consideration as design progresses.

Strategic Communication and Outreach Plan

Kimley-Horn will prepare a Strategic Communication and Outreach Plan (SCOP) to guide public engagement and communication activities during the project. The SCOP will identify:

- Outreach goals and key messages
- Target audiences and stakeholders
- Engagement tools and communication methods
- Roles and responsibilities of the City, College, and project team

- Anticipated schedule for public engagement activities in alignment with key project milestones

The SCOP will be developed in coordination with the City and the College and refined based on agency input according to the project schedule.

Public Open House

Kimley-Horn will coordinate with the City and the College to identify topics for public input in advance of the meeting, develop presentation materials, and document feedback received during the open house. Public comments will be summarized and provided to the City for consideration as the design progresses.

The City will host one (1) public open house during the Preliminary Design phase. Kimley-Horn will support the open house by:

- Preparing project graphics and display materials,
- Assisting with meeting logistics and setup (in-person event),
- Providing staff to attend and facilitate the meeting, responding to questions, and documenting comments

The purpose of the open house will be to provide project information and solicit public feedback on selected project elements, to be determined in advance of the meeting by Kimley-Horn in coordination with the City and the College.

Kimley-Horn will coordinate with the City and the College to identify appropriate topics for public input, develop presentation materials, and document feedback received during the open house. Public comments will be summarized and provided to the City for consideration as the design progresses.

Documentation

Kimley-Horn will document agency coordination and public engagement activities completed under this task. Documentation will include summaries of agency coordination and a public comment summary suitable for the project record and funding documentation needs.

Assumptions:

- Agency coordination under this task is intended to be informational and advisory in nature and does not include formal agency approvals.
- Public engagement under this task is limited to one (1) public open house.
- Public engagement material will be coordinated with and reviewed by the City and anticipate two rounds of comments.
- The City will provide meeting venue, public noticing, and advertising.
- The City will provide existing branding standards and preferred communication channels, if available.

Deliverables:

- Agency correspondence summaries – Electronic (PDF)
- Project information materials or presentation for agency coordination – Electronic (PDF/PPT)

- Draft Strategic Communication and Outreach Plan (SCOP) – Electronic (PDF)
- Final SCOP – Electronic (PDF)
- Public open house presentation materials and graphics – Electronic (PDF)
- Public comment summary – Electronic (PDF)

Task 1.03: Survey and Base Mapping

Kimley-Horn, under the direct supervision of a Washington-licensed Professional Land Surveyor (PLS), will manage survey and base mapping activities in support of the project. Field survey and Underground Utility Locate services will be performed by **S&F** and **APS** under the direction of Kimley-Horn's PLS. Survey data will be collected to support design development, environmental documentation, and preparation of construction documents

The Topographic Survey shall include:

- Horizontal datum and Vertical datum will be per the City of Everett Municipal Code.
- Ground elevations within the mapping area on an approximate 25' grid plus elevations along obvious topographic breaks sufficient to prepare a map at 1' contour intervals.
- Survey of the property boundaries based on a current title report or deed to be supplied by the City. The survey will be performed under generally accepted survey practices and is a professional interpretation of this information.
- Mapping of the right-of-way improvements of North Broadway within the mapping limits.
- A diligent review of monuments and other physical evidence that could affect the location of the boundaries.
- Graphic depiction or notation of easements and road/street right-of-way affecting the subject parcel as disclosed by the Title Commitment.
- Establishment of two site benchmarks based on reference to the nearest controlling benchmark and datum.
- Existing on-site structures and those within 25' of the depicted boundary on adjoining parcels.
- Location of individual trees per City of Everett standards at diameter at breast height (DBH).
- Planimetric features including but not limited to buildings, driveways, walls, curbs, fences and other significant physical features will be collected within the limits of survey.
- Location of visible surface evidence of the various utility systems, such as utility poles, manholes, inlets, catch basins, culverts, valves, fire hydrants, and other visible utility surface features.
- Information shown on utility records that are available at the time of the survey shall be incorporated into the survey. The location of each main, pipe, conduit line and other structures will be indicated based upon safely observable evidence.
- The services of a private utility locate service to place markings for underground utilities.

The scope and fee provided for this task consist of one surveyor site mobilization to obtain required field data and does not include additional surveyor mobilizations. Revisions to the design survey based on revisions to the Title Commitment, legal review or additional mobilizations will be considered an additional service.

Assumptions:

- Kimley-Horn shall be entitled to rely upon the completeness and accuracy of all information provided by the City.
- The City shall provide a current Title Commitment for the referenced properties with copies of or links to all documents listed in the commitment.

Deliverables:

- Autodesk Civil3d drawing – Electronic (DWG)
- Existing conditions sheet signed by a Professional Licensed Surveyor – Electronic (PDF)

Task 1.04: Geotechnical Analysis

Geotechnical engineering services for the project will be provided by **HWA** as a subconsultant to Kimley-Horn. HWA will be responsible for planning, managing, and performing all geotechnical investigation, analysis, and reporting required to support design and construction of the pedestrian bridge and associated improvements.

Geotechnical services are anticipated to include subsurface exploration, laboratory testing, geotechnical analysis, and the preparation of geotechnical engineering recommendations to support foundation design, earthwork, temporary shoring, and construction considerations. HWA will coordinate geotechnical recommendations with the design team and applicable agencies as needed. Activities are anticipated to include:

Geotechnical Project Management

- **Attend Project Kickoff Meeting:** HWA will attend one project kickoff meeting with the City of Everett and the design team. This meeting will review project objectives, communication protocol, and schedule. HWA assumes that this meeting will take place at the City of Everett's Office.
- **Project Coordination Meetings:** HWA will attend up to twenty-four (24) project coordination meetings with the design team. HWA's attendance will be used to convey the geotechnical considerations of the site to the City of Everett and the design team. HWA assumes these meetings will take place virtually and be one-hour in duration each.
- **Invoice Generation and Processing:** HWA will prepare monthly invoices, and progress reports for the duration of the design phase of the project.
- **Geotechnical Task Management:** HWA will provide geotechnical task management to all geotechnical-related aspects of the project. HWA will correspond with the City and the design team in the form of emails and telephone calls, as necessary.

Review Existing Geotechnical and Foundation Information

- **Collect and Review Available Geotechnical Data:** HWA will collect and review readily available and relevant geotechnical information within the project site. This review will include online geotechnical databases, geologic maps, and HWA's library. HWA will also coordinate with the city to obtain available geotechnical reports associated with adjacent Everett Community College buildings.

Field Geotechnical Explorations

- **Plan Field Exploration Program:** HWA will plan and coordinate a two-phase geotechnical exploration program for the project. Phase 1 will consist of conducting a series of geotechnical borings along the proposed bridge alignment. Phase 2 of the proposed field explorations will consist of conducting a geophysical survey to obtain shear wave velocity measurements. Planning will include identifying the location of the explorations, the development of traffic control plans, preparation of site-specific Health and Safety Plan (HASP), and the coordination of required equipment and utility clearance.
- **Conduct Utility Locates for Geotechnical Explorations:** Prior to generation of the geotechnical work plan, HWA will mark the proposed exploration locations and arrange for utility locates using the Utility Notification Center. Utility location marks will be used to verify proposed field exploration locations prior to the development of traffic control plans.
- **Second Utility Locate Site Visit:** One week after marking and calling for utility locates; HWA will make a second site visit to document the location of the marked subsurface explorations. The subsurface utility locations will refine the locations of our proposed explorations.
- **Generate Geotechnical Work Plan Memo:** HWA will prepare a Geotechnical Work Plan Memorandum describing exploration means and methods associated with both Phase 1 and Phase 2 of the exploration program. This work plan will be submitted to the design team and the City for review and approval. The work plans will detail the type, location, and extent of proposed field explorations along with logistics necessary to perform the work such as traffic control plans and the designation of staging areas. The work plans will also be used for utility locating clearances, permitting, and right of entries that may be necessary to access the exploration locations. HWA assumes the City will acquire and provide any required permits or right of entries at no cost to HWA.
- **HASP:** Prior to the beginning of the field investigation, HWA will prepare a site-specific HASP for HWA internal use only. The HASP will be tailored to address specific site health and safety concerns, and all field activities will be conducted in accordance with HASP policies to ensure the health and physical safety of HWA staff working in the field.
- **Conduct Phase 1 Explorations (Geotechnical Borings):** HWA will conduct a series of six (6) geotechnical borings along the bridge alignment to support various aspects of the design. Five of these borings will be drilled to a depth of approximately 75 feet below ground surface near the location of the proposed bridge abutments and interior piers. Four of the six bridge borings are assumed to be drilled within Everett Community College property and one of the bridge borings is assumed to be drilled within the traffic lanes of Broadway. One (1) boring will be drilled at a depth of approximately 30 feet in the vicinity of proposed retaining walls near the eastern bridge landing. All borings conducted within landscape areas will be drilled with a track-mounted drill rig utilizing plywood to avoid damage to the existing landscaping. Instrumented groundwater monitoring wells will be installed within two borings to monitor and record seasonal variations in groundwater levels. After construction of each monitoring well, the drillers will develop the wells until the water is clear or an hour of well development has occurred, whichever occurs first.

After each of the boreholes have reached the required target depth of 75 feet or 30 feet below the ground surface, the boreholes that are not completed as monitoring wells will be decommissioned using a bentonite grout slurry in accordance with Washington State Department of Ecology (Ecology) requirements. HWA assumes that completion of the six (6) borings will require six (6) days of drilling.

- GeoEnvironmental Sampling: Based on a cursory review of Ecology information available online, it appears that several gasoline service station properties are located adjacent or in close proximity to the proposed bridge alignment. To assess the potential for contamination at the locations of the geotechnical borings, and for disposal of investigation derived waste (IDW) from the drilling activities; HWA will perform geoenvironmental sampling of each of the six geotechnical borings.
 - During drilling activities, HWA will field screen soils for organic vapors by headspace analysis using a photoionization detector (PID), a water sheen test, and visual and olfactory methods (i.e., stained or discolored soils and/or adverse odors). One (1) environmental soil sample will be collected from each of the geotechnical borings to assess for potential contamination in the areas drilled.
 - In the four borings that are not completed as permanent monitoring wells, the drillers will install temporary wells for collection of reconnaissance groundwater grab samples. After all drilling activities have been completed and each permanent monitoring well has been developed, HWA will return to the site at least 24 hours after development of the final monitoring well to collect a groundwater sample from each of these wells.
 - All environmental soil and groundwater samples collected will be placed into clean laboratory-supplied containers for the purposes of chemical laboratory analysis. Soil and groundwater samples will be submitted to an Ecology accredited chemical laboratory for analysis of one or more of the following potential contaminants of concern (PCOC):
 - Petroleum hydrocarbons – diesel, oil via Ecology test method NWTPH-Dx;
 - Petroleum hydrocarbons – gasoline via Ecology test method NWTPH-Gx;
 - Volatile organic compounds (VOCs) via Environmental Protection Agency (EPA) test method EPA 8260D;
 - Semi-volatile organic compounds (SVOCs) with low level polycyclic aromatic hydrocarbons (PAHs) via EPA test method EPA 8270E/SIM;
 - Total (soil) and dissolved (water) RCRA Metals 11 Analytes (Ag, As, Ba, Cd, Cr, Cu, Hg, Ni, Pb, Se, and Zn) via EPA test methods, EPA test methods 6010D/6020B/200.7/200.8/245.1/7470A/7471B;
 - Hexavalent chromium via EPA test method 7196A (if deemed necessary);
 - Toxicity Characteristic Leaching Procedure (TCLP) via EPA test method 1311/1312 (if deemed necessary).

Geoenvironmental soil and groundwater samples will be submitted for standard laboratory turnaround time, which is approximately 5 to 10 business days. Follow-up analyses, based on initial analytical results (e.g., VOCs and SVOCs based on TPH results, hexavalent chromium, TCLP, etc.) may result in a total standard turnaround time of up to three weeks. Faster turnaround times are available at increased cost.

- Investigation Derived Waste (IDW): Soil cuttings, purged groundwater, and decontamination water from borings will be placed in steel 55-gallon drums. These IDW drums will be stored on-site pending chemical analysis, or at a City provided location that is within three (3) miles of the proposed bridge site. Once laboratory results for the environmental samples are obtained, HWA will coordinate the disposal of drummed IDW using a waste disposal subcontractor. Waste profile documentation required for disposal of the IDW will need to be signed by the property owner or a City representative.
- Conduct Phase 2 Explorations (Geophysical Survey): HWA shall perform geophysical investigations of subsurface soils using Refraction-Microtremor (ReMi) or Extended Spatial Autocorrelation Method (ESPAC) to collect shear wave velocity measurements of the soils in the upper 100 feet of the site, to assess the most appropriate seismic site class for the site. One geophysical investigation (either ReMi or ESPAC) will be performed at each side of the bridge alignment (two locations). Work shall be conducted by an HWA Geologist proficient in these geophysical methods, who will also determine the appropriate locations for the test and the methods to be used.
- Generate Boring Logs and Assign Laboratory Testing: HWA will prepare summary boring logs and perform laboratory testing to evaluate relevant physical properties of the site soils. Laboratory testing would include moisture content, grain-size distribution, Atterberg Limits, and direct shear testing.
- Groundwater Monitoring: HWA shall install a groundwater monitoring transducer in both proposed monitoring wells. These transducers will be set to acquire groundwater elevation readings every half hour for a duration of twelve (12) months. A geologic representative from HWA shall make two (2) site visits to download and process the groundwater data. This data will be used to provide geotechnical design recommendations and to provide prospective contractors with an accurate representation of the seasonal groundwater variations across the site.

Geotechnical Engineering Analysis

- Evaluate Field and Laboratory Data: Based on the borings and the laboratory test results of selected samples, HWA will generate estimates of the soil strength and other properties needed to evaluate the effects the subsurface conditions will have on the proposed improvements.
- Develop Geologic Cross-Section: HWA will construct a geologic cross-section along the centerline of the project. This cross section will show HWA's interpretation of soil conditions along the bridge alignment and will be provided in a geotechnical report.
- Evaluate Geophysical Data and Identify Seismic Site Class: HWA shall evaluate the geophysical data collected at both abutments. The data will be reduced to develop a shear wave velocity profile to determine the appropriate seismic site class for the new AASHTO code.
- Generate AASHTO Seismic Design Parameters: Based on the Site Class determined from the geophysical study, HWA will develop seismic design parameters. The design spectral acceleration parameters will then be selected in accordance with the AASHTO Load and Resistance Factor Design (LRFD) Bridge Design Specifications.

- Evaluate Slope Stability: HWA will evaluate the global slope stability of the proposed abutments to identify potential impacts to the project. Results of the explorations and testing programs will be incorporated in the analysis. Global stability will be evaluated using the limit equilibrium approach under both static and seismic loading conditions.
- Evaluate Soils for Liquefaction: HWA will evaluate the susceptibility to liquefaction of the soils along the bridge alignment for the design event required by AASHTO. Once the susceptibility to liquefaction is determined, the potential for instability will be evaluated.
- Evaluate Bridge Foundation Vertical Capacity: HWA will perform analyses of foundation vertical capacities using accepted drilled shaft and/or spread footing estimation methods provided in the AASHTO LRFD Bridge Design Specifications and WSDOT Geotechnical Design Manual (GDM).
- Evaluate Bridge Foundation Lateral Capacity: HWA will develop bridge foundation lateral parameters. The lateral parameters will be provided in the form of LPILE input parameter tables for drilled shaft foundations and equivalent fluid passive pressures for spread footings.
- Generate Abutment Lateral Earth Pressures: HWA will provide lateral earth pressure recommendations for proposed abutment structures and wing walls. Earth pressure diagrams for both static and seismic loading conditions will be generated using the procedures outlined in the WSDOT GDM.
- Infiltration Screening Analysis: HWA will utilize soil and groundwater information obtained from the subsurface explorations to screen for infiltration potential along the proposed bridge alignment. If infiltration is determined to be feasible, HWA will work with the design team to execute required infiltration testing, under a separate scope of work.
- Hazardous Materials Evaluation: HWA shall evaluate the existing environmental soil and groundwater data obtained from the sampling of the geotechnical borings and provide recommendations in the geotechnical report related to environmental considerations associated with proposed improvements.
- Retaining Wall Design: HWA will provide design recommendations for retaining wall structures proposed near the abutments.
- Specification Development: HWA will assist the design team in the development of geotechnical-related specifications. HWA expects that this will include retaining wall and foundation specification assistance.
- HWA QA/QC: HWA will have all design calculations and recommendations reviewed by a senior principal prior to distribution to the design team or the City.

Geotechnical Reporting

- Prepare Draft Geotechnical Engineering Report: HWA will prepare a draft geotechnical engineering report for the project. This report will contain the results of the geotechnical engineering investigation including description of surface and subsurface conditions, a site plan showing exploration locations and other pertinent features, summary boring logs, environmental findings and recommendations, and laboratory test results. The

report will provide geotechnical recommendations for each of the proposed improvements.

- Address Review Comments: HWA will address up to one (1) round of review comments on the draft geotechnical report from the City and design team.
- Prepare a Final Geotechnical Engineering Report: HWA will finalize the geotechnical report once review comments from the design team and the City are received.

Geotechnical PS&E Coordination and Support

- Miscellaneous Geotechnical Assistance: HWA will provide up to 40 hours of miscellaneous geotechnical assistance during the PS&E process.

Assumptions:

- Hazardous materials reporting to support the NEPA process will be completed by S&W.
- The environmental sampling of the geotechnical explorations proposed herein will only be conducted to assess the environmental conditions of the areas sampled and for IDW disposal. The environmental sampling will not be used to assess site environmental conditions.
- HWA assumes that they will attend twenty-four (24) project coordination meetings in addition to the kickoff meeting.
- All field explorations and supporting traffic control will be conducted between the hours of 9AM and 3PM.
- All required rights-of-entry will be provided by the City.
- The borehole locations will be surveyed by S&F.
- No stormwater infiltration testing will be conducted as part of this project.
- Relatively disturbed subsurface soil samples will be collected from the borings using the Standard Penetration Test (SPT) at an interval of 2.5 feet to a depth of 25 feet. Samples will be taken at 5-foot intervals below a depth of 25 feet.
- The two (2) wells installed as part of this investigation will be maintained by HWA throughout design and decommissioned by the contractor during construction.
- Groundwater level measurements will be completed over a period of twelve (12) months.
- The IDW waste profile disposal paperwork will be signed by a representative of the City or property owner. Estimated HWA labor and subcontractor costs for IDW disposal are for non-hazardous waste disposal. If analytical results indicate hazardous wastes are present, IDW disposal may require disposal as a hazardous waste at a Subtitle C landfill, which may incur additional labor and subcontracting costs.
- If contamination is identified in the borings, there is a 50% increase in fees for the HWA material laboratory testing. In an attempt to reduce the cost of the HWA material testing laboratory fees, HWA will wait to select which geotechnical soil samples to analyze until all environmental laboratory analytical results have been received.
- Following delivery of the draft report, and if no contamination is identified in the areas sampled, all geotechnical soil samples and leftover materials will be disposed of by HWA. If contamination is identified in the areas sampled, HWA will return the soil samples and leftover materials to the IDW drums for disposal. This could result in the IDW drums needing to be stored onsite or at the City provided location for up to 120 days. Long-term storage of soil samples or materials on behalf of City is not included.

Deliverables:

- Exploration Plan – Electronic (PDF)
- Draft Geotechnical Report – Electronic (PDF)
- Final Geotechnical Report – Electronic (PDF)
- Geotechnical Addenda as necessary to Support PS&E Activities – Electronic (PDF)

Task 1.05: Environmental Coordination**Hazardous Materials/Contamination**

Environmental services will be completed by **S&W** as a subconsultant to Kimley-Horn. S&W will be responsible for planning, managing, performing, and documenting a Hazardous Material Analysis Report (HMAR) and a Remedial Cost Estimate (RCE). The HMAR, in combination with the RCE (detailed in the next subsection) will meet WSDOT's Discipline Report requirements.

Hazardous Material Analysis Report

An HMAR will be completed to evaluate potential hazardous materials/contamination issues or conditions that may impact the North Broadway Pedestrian Bridge project. The HMAR will be used by project team members (other than S&W) to evaluate pedestrian bridge concepts during the alternatives analysis (in Task 1.06).

S&W will identify properties in and around the preferred crossing footprint (between Liberty Hall and the Cascade Learning Resource Center [CAS]) where current and/or past property uses may have resulted in hazardous materials contamination. The study corridor for the HMAR is from 10th Street to the entrance of the parking lot on the northeast side of Liberty Hall (an approximately 450-foot span). For this subtask, S&W will:

- Review historical-use information records for properties along the study corridor. Such information could include previous land use(s) or other activities that could have led to the presence of hazardous materials (e.g., petroleum products) in the environment. Sources of information may include aerial photographs and insurance maps (e.g., Sanborn maps). The actual sources available for a given study will vary and may include sources not listed in this task. We will reference the actual sources used in the HMAR report.
- Obtain and review records that will help identify potential contamination in connection with the properties. Standard federal and state databases will be reviewed for properties within 1/3-mile of the study corridor. Federal agency lists to be reviewed include the following:
 - National Priorities List (NPL) sites;
 - Comprehensive Environmental Response, Compensation, and Liability Information System (CERCLIS) sites;
 - [Resource Conservation and Recovery Act \(RCRA\)](#) generators; and
 - Emergency Response Notification System sites.
- Washington State Department of Ecology lists to be reviewed include the following:
 - Hazardous Sites List;
 - Confirmed and Suspected Contaminated Sites List (CSCSL);
 - Landfill and/or solid waste disposal sites; and

- Underground storage tank (UST) and leaking underground storage tank (LUST) lists.
- If applicable and available, obtain and review environmental data (e.g., soil and groundwater analytical results) generated by other project team members.
- Conduct a visual reconnaissance of the study corridor from public roads and rights-of-way, and the College.
- Prepare a report that summarizes findings, evaluates study corridor conditions, evaluates potential hazardous materials/contamination effects and impacts from contamination (if present), and provides conclusions and recommendations (e.g., measures to help avoid or reduce hazardous materials/contamination concerns).

Assumptions for Hazardous Material Analysis Report:

- Only records available digitally will be reviewed.
- S&W's internal QA/QC procedures meet KH's and the City's QA/QC requirements.
- S&W's report template will be used.
- The HMAR will not include a 3rd Party Reliance Letter.
- No interviews will be conducted.
- Visual reconnaissance will not include the interior of buildings.
- Visual reconnaissance will be conducted both on-foot and from a vehicle.
- One (1) environmental engineering staff member will conduct the visual reconnaissance.
- Review of the HMAR report will proceed as follows:
 - Kimley-Horn reviews the Draft HMAR and provides comments to S&W;
 - S&W addresses Kimley-Horn's comments and generates a Revised Draft 1 HMAR;
 - The City reviews the Revised Draft 1 HMAR, provides their comments to Kimley-Horn, who in turn provide them to S&W;
 - S&W addresses the City's comments and generates a Revised Draft 2 HMAR;
 - WSDOT reviews the Revised Draft 2 HMAR, provides their comments to Kimley-Horn, who in turn provide them to S&W;
 - S&W addresses WSDOT's comments and generates the Final HMAR.
- One (1) round of comment resolution will be required to address each reviewing entity's comments, for a total of three (3) rounds of comment resolution.
- Comments on the Draft, Revised Draft 1, and Revised Draft 2 HMARs will be relatively minor.
- All iterations of the HMAR will be submitted electronically.
- Federal government shutdowns will not prevent S&W from obtaining data and information from federal websites and data sources.

Deliverables for Hazardous Material Analysis Report:

- Draft HMAR – Electronic (DOC)
- Revised Draft 1 HMAR – Electronic (DOC)
- Revised Draft 2 HMAR – Electronic (DOC)
- Final HMAR – Electronic (PDF)

Remediation Cost Estimate

If potential hazardous materials or contamination effects and/or impacts are identified, S&W will develop a rough order of magnitude RCE for the HMAR study corridor. The RCE will be completed after the HMAR is finalized and will be used by project team members to help

evaluate potential pedestrian bridge concepts during the alternatives analysis (Task 1.06). For this subtask, S&W will:

- Generate cost estimates for a “best case” and “worst case” remediation scenario, including obtaining quotes (as needed) for potential remedial actions from vendors.
- Prepare a report that presents our assumptions and cost estimates.

Assumptions for Remediation Cost Estimate:

- The entire study corridor may be utilized during the North Broadway Pedestrian Bridge project (e.g., for construction or construction staging), and as such the entire study corridor will be part of the RCE.
- The “best case” scenario will assume that only contamination identified in the HMAR is present, would be encountered during construction, and needs to and can be mitigated during construction (e.g., cleaning out stormwater vaults).
- The “worst case” scenario will assume known and suspected contamination is present; additional environmental investigations (e.g., Phase II Environmental Site Assessments to delineate the extent of suspected contamination) are required; and needs to and can be mitigated prior to or during construction.
- Additional hazardous materials/contamination investigations (e.g., Phase I or Phase II Environmental Site Assessments) will not be completed to prepare the RCE.
- S&W’s internal QA/QC procedures meet Kimley-Horn’s and the City’s QA/QC requirements.
- S&W’s report template will be used.
- Review of the RCE will proceed as follows:
 - Kimley-Horn reviews the Draft RCE and provides comments to S&W;
 - S&W addresses Kimley-Horn’s comments and generates a Revised Draft 1 RCE;
 - The City reviews the Revised Draft 1 RCE, provides their comments to Kimley-Horn, who in turn provide them to S&W;
 - S&W addresses the City’s comments and generates a Revised Draft 2 RCE;
 - WSDOT reviews the Revised Draft 2 RCE, provides their comments to Kimley-Horn, who in turn provide them to S&W;
 - S&W addresses WSDOT’s comments and generates the Final RCE.
- One (1) round of comment resolution will be required to address each reviewing entity’s comments, for a total of three (3) rounds of comment resolution.
- Comments on the Draft, Revised Draft 1, and Revised Draft 2 RCEs will be relatively minor.
- All iterations of the RCE will be submitted electronically.
- All iterations of the RCE may also be provided in MS Excel format if requested by the City.
- All iterations of the RCE will include unit rates and will separate soil, groundwater, vapor mitigation, disposal class, and other categories (as appropriate) into distinct line items.

Deliverables for Remediation Cost Estimate:

- Draft RCE – Electronic (DOC)
- Revised Draft 1 RCE – Electronic (DOC)
- Revised Draft 2 RCE – Electronic (DOC)
- Final RCE – Electronic (PDF)

NEPA and SEPA Compliance

Kimley-Horn will coordinate with the City, College, WSDOT, and applicable agencies to confirm the environmental permitting path, including anticipated NEPA documentation, consistent with the use of federal funding. Activities will include coordination of design and environmental schedules to support timely agency review.

Environmental coordination and documentation services for the project will be provided by S&W as a subconsultant to Kimley-Horn. S&W will be responsible for planning, managing, and performing environmental review and documentation to support the use of state and federal funding for project construction.

The City of Everett has not mapped any bodies of water (including streams and wetlands), buffers, steep slopes, landslide hazard areas, or flood hazard areas in or near the project site. The site has low liquefaction susceptibility and is within the Wildland Urban Interface (City of Everett 2023). The site is not located above a sole source aquifer (USEPA 2026). Further, the project would not result in permanent increases in vehicular traffic volumes or traffic-related air or noise emissions. Snohomish County maps the site as having an aquifer located more than 100 feet below ground surface (Snohomish County 2016). The site does not likely contain sensitive habitats because it is covered with impervious pavement, landscaped area, shrubs, or street trees. The project would not include changes to stormwater treatment or require acquisition of right-of-way.

NEPA Documentation

S&W will conduct analysis and prepare documentation for compliance with NEPA.

- NEPA Kick-off: S&W will support the City and Kimley-Horn team to schedule, prepare an agenda and participate in a NEPA Kick-off Meeting with the City and WSDOT Local Programs when ~30% design is reached to confirm the appropriate environmental documentation pathway and level of review. The appropriate type of NEPA documentation is assumed to be a NEPA Categorical Exclusion (CatEx) based on the understanding of the project and site characteristics at the time this scope was written. S&W will review and contribute to the Kimley-Horn meeting minutes.
- Note that in Phase 2 (see Task 2.04) S&W will support the City and Kimley-Horn team to schedule, prepare an agenda, and participate in a second NEPA meeting with WSDOT that will reflect the latest project understanding when the ~60% drainage report is available to discuss Endangered Species Act compliance.
- S&W will complete a preliminary draft and draft CatEx Form for team review and a final for WSDOT review, as described below, for the proposed project:
 - i. Part 1-Project Description. The City or Kimley-Horn will develop an official Project Description that is consistent with the STIP, to be used for the environmental permitting.
 - ii. Air Quality: The project is assumed to be exempt from Air Quality conformity requirements and is not located in a Non-Attainment Area or Maintenance Area for carbon monoxide, ozone or PM 10 or PM 2.5. No special studies will be needed.
 - iii. Critical and Sensitive Areas: S&W will complete this section based on information from any prior studies in the area (to be provided by the City), a site visit, and project information collected from Kimley-Horn and the City.

- iv. Cultural Resources/Historic Structures: S&W will complete this section using information and analysis provided by others, as described under Task 1.10. S&W will work with the team to define the Area of Potential Effects (APEs).
- v. Floodplains and Floodways: The project is not located in a FEMA-mapped special flood hazard area. No special studies will be needed.
- vi. Hazardous and Problem Waste: See Task 1.05.
- vii. Noise: A noise study is not expected to be needed. This will be confirmed with WSDOT at the NEPA Kick-off Meeting. S&W will complete this section of the CatEx Form accordingly.
- viii. 4(f)/6(f) Resources: S&W will complete this section assuming that no 4(f)/6(f) resources are located within the project area.
- ix. Agricultural Lands: S&W will complete this section assuming that no agricultural lands are located within the project area.
- x. Rivers, Streams or Tidal Water: S&W will complete this section based on based on information from any prior studies in the area (to be provided by the City), a site visit, and project information collected from Kimley-Horn and the City.
- xi. Tribal Lands: S&W will complete this section; the project does not take place on any Tribal lands.
- xii. Water Quality/Stormwater: S&W will complete this section using information provided by Kimley-Horn about the proposed stormwater management strategy for flow control and water quality treatment. A stand-alone technical report is presumed not to be necessary.
- xiii. Previous Environmental Commitments: S&W will complete this section with input from the City.
- xiv. Environmental Justice: Not applicable
- xv. Biological Assessments (BA) and Essential Fish Habitat (EFH) Evaluation: See Task 1.08.02.

Endangered Species Act Section 7 No Effect Letter

The project is assumed to result in a No Effect finding under Section 7 of the Endangered Species Act (ESA). This No Effect determination is dependent on a project design that does not result in a net gain of pollution-generating impervious surfaces (PGIS) and no change to or added stormwater treatment. S&W will prepare a draft and final No Effect Letter to accompany the NEPA CatEx. A BA will be required if PGIS is added or water quality treatment is added or changed. A BA is not included and will require a written scope, schedule and/or budget amendment.

SEPA Documentation

Environmental services are anticipated to include preparation and coordination of documentation to satisfy SEPA requirements, consistent with project funding and agency expectations. S&W will coordinate with the City, College, WSDOT Local Programs, and other applicable agencies as needed to confirm the appropriate environmental documentation pathway and level of review. When ~30% design is reached, the plans will be reviewed to confirm the project does not qualify for a SEPA CatEx. The appropriate type of SEPA documentation is assumed to be a SEPA Checklist based on the understanding of the project and site characteristics at the time this scope was written. For purposes of this scope, S&W will prepare a draft and final SEPA Environmental Checklist for City review and approval.

As part of the site visit to support Task 1.05, S&W will examine areas planned for permanent or temporary alteration, including any potential staging areas, to document existing conditions that will support completion of the SEPA checklist, preparation of the No Effect letter, and preparation of the NEPA CatEx. A draft and final Existing Conditions Memorandum will be prepared that documents absence of biological critical areas (streams, wetlands, fish and wildlife habitats).

Assumptions for NEPA and SEPA Compliance:

- The appropriate documentation for NEPA compliance will be a NEPA CatEx.
- The NEPA Kick-off Meeting will be held virtually.
- The Section 106 Cultural Resources documentation will be prepared by team members other than S&W.
- The appropriate documentation for SEPA compliance will be a SEPA Environmental Checklist.
- No technical reports or memoranda other than the Endangered Species Act No Effect Letter and Hazardous Materials Evaluation will be prepared by S&W to accompany the NEPA or SEPA documentation. Should additional technical analysis, reports, or memoranda be determined necessary, a scope amendment would be required.
- No federal permits are needed.
- The project will not result in changes to stormwater treatment or an increase in PGIS.
- The project will not require right-of-way acquisition.
- The Endangered Species Act Section 7 consultation will result in a finding of No Effect for NMFS and USFWS.
- The City of Everett will be responsible for mailings and notifications related to SEPA, preparing the SEPA Determination of Non-significance (DNS), and for uploading the final SEPA Environmental Checklist and DNS to the SEPA Register.

Deliverables for NEPA and SEPA Compliance:

- Preliminary Draft NEPA Categorical Exclusion – Electronic (DOC)
- Draft NEPA Categorical Exclusion – Electronic (DOC)
- Final NEPA Categorical Exclusion – Electronic (PDF & DOC)
- Draft ESA No Effect Letter – Electronic (DOC)
- Final ESA No Effect Letter – Electronic (PDF)
- Draft SEPA Environmental Checklist f – Electronic (DOC)
- Final SEPA Environmental Checklist - – Electronic (PDF)
- Draft Existing Conditions Memorandum – Electronic (PDF)
- Final Existing Conditions Memorandum – Electronic (PDF)

Task 1.06: Cultural Resources

Cultural resources assessment services will be completed by **Willamette** as a subconsultant to Kimley-Horn. Since the project is funded with a combination of federal and local funds, the Project must meet Federal Highway Administration (FHWA) regulations per the WSDOT Local Agency Guidelines (LAG) manual. The project, therefore, must comply with Section 106 of the National Historic Preservation Act of 1966, as amended (NHPA). In support of the project, Willamette will lead cultural resources investigations, including coordinating with affected Tribes, state funding/permitting agencies, and federal agencies, as appropriate. The Willamette Project Manager will recommend the APE and draft correspondence for the City's signature to request

that WSDOT initiate consultation with the Tribes and the Department of Archaeology and Historic Preservation (DAHP).

The likely APE is considered moderate to high risk for archaeological resources, according to the DAHP's Washington Information System for Architectural and Archaeological Records Data (WISAARD) predictive model. One archaeological resource, 45SN411, an early 20th century historic debris scatter, has been previously documented along Trojan Way just west of Liberty Hall. It is unclear if the 45SN411 site footprint will overlap with the APE.

Following APE development and acceptance, Willamette archaeologists will conduct background research. They will also conduct pedestrian and shovel probe surveys of unpaved portions of the APE, further delineate the boundaries of site 45SN411, and will complete a site update form for 45SN411. Willamette archaeologists will monitor geotechnical investigations only if those investigations occur within 10 meters (m.) of the mapped 45SN411 site boundary.

Based on desktop scoping using the DAHP's WISAARD database, the Willamette architectural historians did not identify any historic built environment (HBE) resources within and immediately adjacent to the APE. The results of the desktop scoping will be confirmed during the archaeological investigations following delineation of the project APE, but at this time, Willamette does not anticipate that an HBE resource inventory will be required as part of our proposed scope of work.

Assumptions:

- No HBE resources will be inventoried.
- A Willamette archaeologist will monitor geotechnical investigations only if the borings will occur within 10 m. of the 45SN411 site boundary. In this case, one (1) archaeologist will monitor up to three (3) days of geotechnical borings.
- Willamette will review the geotechnical bore logs to support the cultural resources assessment.
- Pedestrian and shovel probe surveys will be completed. One (1) Willamette field director and two (2) field technicians will conduct the surveys, including excavation of up to twenty (20) shovel probes, over a two (2)-day period.
- Under Section 106, no DAHP archaeological excavation permit will be required for 45SN411 site boundary delineation or monitoring of geotechnical investigations near the site. If EO 21-02 applies, instead, a DAHP permit may be required.
- The Cultural Resources Report will be prepared to support the Section 106 process. The report will also be prepared to support the EO 21-02 process, in case the federal funds (and federal nexus) do not materialize. The report will include the results of archaeological investigations.
- Additional work may be required if the initial investigation determines that there is a likelihood for the project to affect cultural resources.
- The current scope of work does not address future construction monitoring or any additional documentation or evaluation of archaeological sites that may be identified.
- APE map will be prepared for City signature.
- One (1) archaeological site update form will be completed for the historic debris scatter, site no. 45SN411.

Deliverables:

- Draft APE Map and Correspondence – Electronic (PDF)
- Revised Draft APE Map and Correspondence – Electronic (PDF)
- Draft Cultural Resource Report – Electronic (PDF)
- Final Cultural Resource Report – Electronic (PDF)

Task 1.07: Alternatives Analysis

Kimley-Horn will lead an Alternatives Analysis to evaluate potential pedestrian bridge concepts within the preferred crossing footprint between Liberty Hall and the (CAS). The Alternatives Analysis will be completed at a conceptual level to support selection of a preferred alternative prior to advancing into detailed design.

The Alternatives Analysis will be performed assuming the pedestrian bridge and associated landing areas are located entirely on the College campus right-of-way.

Alternative Development

Kimley-Horn, in coordination with the City and College, will develop up to two (2) bridge alternatives that meet the project purpose and operational needs. Each alternative will be developed to a consistent level of detail sufficient for comparison and decision-making and may vary by:

- Span configuration and structural system
- Accessibility approach (ramps and/or elevators)
- Bridge landing locations and pathway/sidewalk connections
- Level of architectural and aesthetic treatment

Each alternative will assume a defined level of aesthetics based on identified “must-have” elements provided by the City and/or the College. Architectural and aesthetic features may be developed through public engagement and stakeholder input and integrated in the next phase of design.

Multidisciplinary Coordination

Development of the alternatives will include coordination across multiple disciplines, including:

- Structural engineering
- Landscape architecture and urban design
- Architectural features and finishes
- Concept-level cost estimating
- Constructability and maintenance of traffic (MOT) considerations
- Environmental Engineering (remediation)

Alternatives will be evaluated with input from these disciplines to ensure feasibility within the identified footprint and project constraints.

Bridge Visual Quality

Bridge Visual Quality describes how a transportation project is visually experienced by people moving through a corridor. Acknowledging Visual Quality as an element of process success reflects our commitment to designing a structure that is not only functional and safe, but aesthetically and culturally connected to the surrounding campuses and community.

To understand what matters most to the College and the City, we use a well-established design process that invites and initiates meaningful participation from stakeholders. This process includes a Visual Quality exercise, during which members of the College and broader community help identify elements, history, cultural touchpoints, places, and people that define the character and values of this place.

We will work directly with the College, the City, up to two (2) professors or instructors, up to two (2) students, and members of the design team, all serving on a Visual Quality Advisory Committee (VQAC). Through a three-part exercise, the VQAC will help establish the foundational framework for the bridge's aesthetic treatment.

The outcomes of this process will be documented in a Visual Quality Manual, which will guide the final design team and ensure that the completed bridge reflects the shared vision developed by the VQAC. Depending on outcomes, Visual Quality might add between 3-6% to the cost of a bridge.

Evaluation Criteria

Kimley-Horn will work with the City and the College to confirm evaluation criteria to compare the alternatives. Evaluation criteria are anticipated to include, but are not limited to:

- Construction cost and long-term maintenance considerations
- Constructability and impacts to North Broadway
- Hazardous materials and contamination considerations (including remediation costs, if applicable)
- User experience, accessibility, and campus integration
- Architectural character and aesthetics

Traffic Analysis

Kimley-Horn will perform a planning-level traffic operations evaluation to support assessment of potential construction-related impacts and detour feasibility associated with the proposed pedestrian bridge alternatives. The traffic evaluation will focus on understanding how temporary closures or restrictions on North Broadway during construction could affect traffic operations on adjacent streets and potential detour routes. The analysis is anticipated to include:

- Traffic count collection, including transit, pedestrian, bicyclist, and truck traffic.
- Identification of potential temporary closure scenarios on North Broadway associated with bridge construction.
- Evaluation of conceptual detour routes, anticipated to include Broadway, Tower Street, Trojan Avenue, and 10th Street.
- Development of traffic models to evaluate anticipated traffic operations under proposed construction staging and temporary closure scenarios on North Broadway.

MOT Workshop

Kimley-Horn will host a three (3)-hour workshop in parallel with the alternative development. During this workshop, the project team will engage the client, design leads, partners, and key stakeholders to discuss a strategic approach for identifying an MOT approach. The outcome of

this meeting will be to identify the phasing alternatives and develop a collective agreement on MOT alternatives that will be explored and used to help determine the final design alternative that will be carried through to Phase 2. We will clearly define the following:

- Project concerns & constraints
- Project priorities & wish list items
- Identify up to two (2) MOT scenarios that will be evaluated for the project
- Temporary Design Criteria
- Priority traffic movements to maintain

Stormwater Considerations

As part of the Alternatives Analysis, Kimley-Horn will perform a planning-level stormwater review to determine feasibility, constructability, and comparison of bridge alternatives.

Stormwater efforts will include:

- Review of applicable City stormwater requirements and identification of flow control triggers.
- Screening-level evaluation of how stormwater requirements may influence bridge landing locations, site layout, and constructability.
- Preparation of a stormwater requirements checklist summarizing anticipated permitting, design criteria, and considerations applicable at this stage of the project.

Stormwater evaluation under this task is intended to inform alternatives comparison and early design decision-making and will not include hydraulic modeling, facility sizing, or design of stormwater infrastructure.

Public Engagement and Visualization

Concept-level graphics and visualizations based on the Visual Quality exercise may be prepared to support evaluation of the alternatives and to facilitate discussion with stakeholders and the public. The Alternatives Analysis is anticipated to support the first public engagement opportunity, allowing for feedback on general bridge form, aesthetics, and user experience prior to selection of a preferred alternative.

Stakeholder input obtained under this task may include targeted interviews or small-group discussions with representatives identified by the City, the College, and WSU Everett. Stakeholder input will be used to develop evaluation of alternatives and refinement of visual quality elements and will not expand the number of alternatives evaluated or modify the project purpose or footprint.

Public input may be collected through a visual preference survey using concept-level graphics to inform evaluation of alternatives and refinement of visual quality elements.

Assumptions:

- Up to six (6) stakeholder interviews or small-group discussions may be conducted.
- One (1) visual preference survey, for distribution to the boarder public, focused on general bridge form, aesthetics, and user experience. Kimley-Horn will provide a platform (SurveyMonkey), develop survey questions, and build survey in SurveyMonkey.

- Kimley-Horn will provide survey content and promotional materials.
- Survey distribution will occur through City and College communication channels.
- Alternatives will be developed at a conceptual level only and will not include preliminary or detailed structural design.
- Alternatives will be limited to the identified crossing footprint between Liberty Hall and CAS.
- Evaluation will be qualitative and comparative and will not include final design-level analysis.
- Public engagement associated with Alternatives Analysis is limited to activities identified under this task.
- One (1) bridge alternative will be selected and agreed upon prior to advancing to Preliminary Design.
- The traffic analysis for this effort will not include signal timing analysis or preparation of traffic control plans.
- One (1) MOT workshops to be held virtually for three (3) hours.
- MOT deliverables (roll plot, estimate, schedule, quantities) will be for information only to help determine a preferred phasing alternative.
- MOT Workshop will be held prior to ~30% design deliverable so one solution is carried through to Phase 2 of the project.
- Bridge aesthetics assume up to two (2) separate designated two (2) hour Visual Quality meetings
- The City of Everett is understood to operate a combined storm sewer system within the project area.
- Stormwater analysis during the Alternatives Analysis is conceptual and screening-level in nature; detailed stormwater design and modeling will be completed during subsequent design phases.

Deliverables:

- Alternatives Analysis memorandum – Electronic (PDF)
- Survey instrument (SurveyMonkey) and question development/logic – (PDF)
- Survey promotional toolkit – (copy/graphics/QR)
- Survey results summary (incl. raw export if desired) – (PDF + XLSX)
- Concept-level plan and profile exhibit for up to two (2) alternatives – Electronic (PDF)
- Up to two (2) Concept 3D renderings or visualizations for up to two (2) alternatives – Electronic (PDF)
- Visual Quality Manual (+/-6-page document) including 2D and 3D drawings and graphics reflecting bridge treatments that might include, railing types colors, textures, lighting, pier and cap designs, abutments, and pedestrian experience elements on the bridge.
- Two (2) MOT phasing alternatives will be delivered as electronic (PDF) roll plots with supporting data. High-level construction schedules will be developed. Summary of evaluation criteria and comparative findings – Electronic (PDF)

Task 1.08: Preliminary (~30%) Design Deliverable

Kimley-Horn will advance the selected preferred alternative through Preliminary (~30%) Design to establish the overall bridge layout, configuration, and design approach necessary to support agency coordination, cost validation, and transition into detailed design.

Preliminary design will be completed at a level sufficient to define the bridge concept, confirm major geometric and structural elements, and support refinement of project scope, schedule, and cost.

Preliminary Design Development

Preliminary design activities are anticipated to include:

- Development of a ~30% plan set depicting overall bridge layout, horizontal and vertical alignment, typical sections, preliminary foundation concepts, and landing locations.
- Coordination across disciplines (structures, civil, landscape/urban design, architectural features, MOT, and utilities) to ensure consistency with the selected alternative and project constraints.
- Refinement of constructability assumptions and preliminary maintenance of traffic concepts.
- QA/QC review of plans, specifications, and quantities, to confirm consistency and completeness.

The Preliminary Plans are expected to include the following:

Plan Sheet Description
Cover Sheet and Index
Legend, General Notes and Abbreviations
Survey Control and Existing Conditions
Typical Sections
Site Preparation Plans
Utility Plans
Drainage Plans
Structural Plans (TS&L)
Roadway Plans
Sidewalk Plan & Profile
Maintenance of Traffic Plot

The level of detail for each plan sheet will be consistent with a ~30% design submittal and is intended to illustrate overall layout, design intent, and coordination between disciplines. These plans are not intended to represent final design, and additional plan sheets, refinements, or modifications may be required as the project advances through subsequent design phases.

TS&L

As part of the Preliminary (~30%) Design, Kimley-Horn will advance the selected preferred alternative to a TS&L level consistent with the intent of WSDOT bridge development practices and appropriate for a pedestrian bridge project.

The TS&L effort will establish the fundamental structural and geometric framework of the bridge to support agency coordination, cost validation, environmental documentation, and progression into final design. TS&L development is anticipated to include:

- Confirmation of bridge type and structural system (e.g., girder type, span arrangement, framing concept).

- Definition of overall bridge geometry, including horizontal and vertical alignment, span lengths, deck width, and vertical clearance over North Broadway.
- Preliminary identification of substructure elements, including pier locations, abutment types, and foundation concepts, informed by available geotechnical information.
- Development of typical sections reflecting main structural elements, and pedestrian clear width.
- Identification of bridge limits and landing locations, including interface with campus pathways, sidewalks, ramps, and/or elevators.
- Concept-level consideration of constructability, access, and anticipated impacts to North Broadway.

Stormwater Design

Kimley-Horn will advance stormwater considerations from the Alternatives Analysis to support TS&L development and overall site feasibility. Stormwater design is anticipated to include:

- Confirmation of applicable City of Everett stormwater requirements, including flow control triggers associated with the proposed improvements.
- Preparation of rough stormwater calculations to evaluate runoff impacts and preliminary facility needs.
- Identification of anticipated stormwater management facilities, including general location, type, and relative size, consistent with urban site constraints and the intent to match existing conditions where feasible.
- Preparation of a stormwater technical memorandum documenting assumptions, methodologies, preliminary calculations, and stormwater approach at the ~30% design level.

Stormwater design at this stage is intended to establish feasibility and inform coordination and cost development and will not include detailed hydraulic modeling, final facility sizing, or final design.

Cost, Schedule, and Risk

As part of the ~30% design effort, Kimley-Horn will:

- Prepare a preliminary construction cost estimate, including a planning-level Rough Order of Magnitude (ROM) and an updated estimate suitable for tracking anticipated PS&E-level costs.
- Develop a preliminary construction schedule and phasing approach based on the selected bridge concept and constructability assumptions.
- Update the project risk register to reflect risks identified during alternatives evaluation and preliminary design development, including cost, schedule, and constructability considerations.

Coordination and Grant Support

Kimley-Horn will update the project coordination plan to reflect anticipated agency reviews and decision points required to advance into final design. If applicable, Kimley-Horn will prepare deliverables to support grant coordination or funding documentation, consistent with the level of design completed under this task.

Assumptions:

- Preliminary design is limited to a single preferred alternative.
- ~30% design shall establish the Basis of Design, including finalized bridge type, span configuration, vertical and horizontal geometry, preliminary structural analysis, geotechnical parameters, stormwater assumptions, and a constructible maintenance-of-traffic concept.
- Agency review comments received at the ~30% stage will be addressed as part of subsequent design phases.
- Once major design elements are reviewed and agreed upon at the Preliminary (~30%) Design milestone, subsequent revisions to those elements may require adjustments to scope, fee, and schedule prior to advancing into subsequent design phases.

Deliverables:

- Preliminary (~30%) plan set – Electronic (PDF)
- Preliminary construction cost estimate – Electronic (PDF)
- Preliminary construction schedule and phasing narrative – Electronic (PDF)
- Updated risk register – Electronic (PDF)
- Updated coordination plan – Electronic (PDF)

SCOPE OF WORK: PHASE 2 — FINAL DESIGN

Task 2.01: Project Management & Coordination (Phase 2)

Kimley-Horn will continue to provide project management and coordination services during Phase 2 to support advancement of the project through Final Design (~60%, ~90%, and PS&E) and preparation for advertisement. Phase 2 project management builds upon the coordination framework established during Phase I and focuses on managing detailed design development, agency reviews, and timely resolution of comments to maintain schedule and budget.

Kimley-Horn will refine and manage the final design schedule, including identification of major design milestones, agency review periods, and anticipated submittal dates for ~60%, ~90%, and PS&E. The schedule will identify key decision points, critical path items, and interdependencies between disciplines.

Review turnaround expectations will be coordinated with the City, College, and applicable agencies to support timely incorporation of comments and minimize schedule impacts.

For scoping purposes, Kimley-Horn assumes an overall project duration of twenty-six (26) months from NTP to advertisement. Phase 2 – Final Design is anticipated to take fourteen (14) months to complete. During Phase 2, coordination is anticipated to include:

- City/College Coordination Meetings: Up to fourteen (14) monthly coordination meetings to review design progress, agency comments, and upcoming milestones.
- City PM Check-Ins: Up to twenty-eight (28) bi-weekly 30-minute check-in meetings with the City's Project Manager to track progress, risks, and decision items.
- Design Team Coordination Meetings: Ongoing coordination meetings with the design team, with meeting frequency anticipated to range from weekly to bi-weekly depending on design phase, workload, and proximity to major submittals.

Kimley-Horn will continue to prepare and distribute meeting agendas in advance and provide meeting summary notes and action items following each meeting.

Kimley-Horn will continue to track budget, schedule, and key risks throughout Phase 2. Monthly project schedule updates will be provided to reflect final design milestones, agency review timelines, and critical path impacts. Identified risks or issues affecting cost, schedule, or scope will be communicated to the City in a timely manner.

Assumptions:

- Phase 2 project management is based on the meeting cadence and project duration assumptions established in Phase I.
- Agency review durations and comment turnaround times will be consistent with typical review periods unless otherwise directed by the City.
- Additional coordination meetings, expedited reviews, or accelerated schedules beyond those assumed may require a scope amendment.

Deliverables:

- Monthly invoices – Electronic (PDF)
- Monthly meeting agendas – Electronic (PDF)
- Monthly meeting summary notes – Electronic (PDF)
- Monthly project schedule updates – Electronic (PDF)

Task 2.02: Agency Coordination & Public Engagement (Phase 2)

During Phase 2, Kimley-Horn will continue to support agency coordination and public engagement activities consistent with the SCOP developed during Phase 1. Phase 2 will focus on communicating final design, environmental compliance, and construction-related information to stakeholders and the public.

Public Engagement During Final Design

Public engagement during Phase 2 will be conducted in accordance with the approved SCOP and is anticipated to focus on:

- Communication of the selected bridge design and key design refinements
- Anticipated construction phasing, schedule, and impacts
- Pedestrian, bicycle, and traffic management considerations during construction
- Communication of the completed NEPA and SEPA process compliance, if desired by the City and Kimley-Horn.

Engagement activities may include preparation of informational materials, graphics, and summaries to support public understanding of the project as it advances toward advertising.

Construction Impacts and Traffic Coordination

Kimley-Horn will carry over one preferred alternative from the first phase of the project and will continue to coordinate with the City and applicable agencies to continue the development of the Traffic Control design. It is anticipated we will obtain agreement and necessary approval for identified closures, detours, and access considerations. Information developed under this task will be presented at a planning level to support public communication and agency coordination and will utilize feedback to finalize traffic control plans.

Documentation and Reporting

Kimley-Horn will document agency coordination and public engagement activities completed during Phase 2 and will prepare materials and summaries consistent with the SCOP to support permitting, environmental documentation, and grant compliance.

Assumptions:

- No additional public open houses or formal public hearings are included.
- Project information will be presented to the public through the City's online project website and through City and College communication channels.

Deliverables:

- Agency coordination summaries and correspondence support – Electronic (PDF)
- Public Information Toolkit: materials supporting final design, messaging, and construction impacts through a video – Electronic (PDF, PNG, MP4)

Task 2.03: Utility Coordination

Kimley-Horn will provide utility coordination services to identify and manage potential utility conflicts associated with the project based on the Preliminary (~30%) Design. Utility coordination efforts will focus on early identification of conflicts, coordination with utility owners, and support of Final Design development.

Utility Identification and Coordination

Kimley-Horn will review available utility records and the ~30% design to identify potential utility conflicts within the project limits. Coordination will include communication with the City of Everett utilities and private utility owners, which may include Puget Sound Energy (PSE), Snohomish County Public Utilities District (SnoPUD), Comcast, Zply Fiber, and other utilities as identified.

Utility coordination activities are anticipated to include:

- Initiating contact with utility owners and maintaining a utility contact list
- Coordinating review of proposed bridge concepts and utility impacts
- Tracking utility responses, requirements, and potential relocation needs
- Identifying potential long-lead materials and utility relocation schedules, as provided by utility owners

Utility Relocations

Utility relocation design will be performed by the affected utility owners or third-party designers under the direction of the utility owners. Kimley-Horn will:

- Provide design information, reference materials, and CAD files as needed to support utility relocation design
- Review utility relocation plans and documentation for general concurrence and compatibility with project design

Kimley-Horn will not be responsible for detailed utility relocation design, cost estimating, or scheduling beyond coordination and review.

Assumptions:

- Utility coordination under this task is based on an assumed level of effort of eighty (80) labor hours.
- Utility information will be based on available records, field verification, and information provided by utility owners.
- Utility relocation construction and associated costs are not included in the project cost estimate.
- Subsurface Utility Engineering (SUE), potholing, extended coordination, or redesign resulting from unforeseen utility conflicts requires a scope amendment.

Deliverables:

- Utility coordination log and correspondence support – Electronic (PDF)
- Review comments on utility relocation plans – Electronic (PDF)

Task 2.04: Environmental Coordination (Phase 2)

Environmental coordination and documentation services during final design will be provided by S&W as a subconsultant to Kimley-Horn. As a follow-up to the NEPA and SEPA compliance activities performed in Phase I, S&W will support the City and Kimley-Horn team to schedule, prepare an agenda, and participate in a second NEPA meeting with WSDOT Local Programs that will reflect the latest project understanding when the ~60% drainage report is available to discuss Endangered Species Act compliance. S&W will review and contribute to the Kimley-Horn meeting minutes.

Kimley-Horn, with support from S&W, will coordinate with the City to confirm required permits. Coordination activities may include confirmation of applicable environmental approvals and documentation requirements. Environmental permits are not expected to be needed because there are no sensitive areas on the project site (wetlands, streams, buffers, steep slopes, shoreline, floodplain, aquifer, etc.). Land use permits are not expected to be needed because the site is zoned MU15, for which the "transportation facilities of statewide significance" use is a Permitted Use. Construction permits (i.e., the City of Everett Construction Permit) are typically completed by the contractor or final designers. Construction permit(s) would be prepared by the Contractor or by project team members (other than S&W).

Assumptions:

- The NEPA 60% ESA meeting will be held virtually.
- City of Everett Construction Permit will be provided by Kimley-Horn.

Deliverables:

- Preparation of the agenda, materials, and meeting summary for the NEPA 60% ESA Meeting.

Task 2.05: Intermediate (~60%) Design Deliverable

Kimley-Horn will advance the selected alternative from Preliminary Design through Intermediate (~60%) Design to refine the bridge layout, architectural and urban design features, and technical elements for final design and PS&E development.

The ~60% design effort is intended to confirm major design decisions, reduce project risks, cost validation, and constructability planning.

Intermediate Design Development

Intermediate design activities are anticipated to include:

- Advancement of the Preliminary (~30%) Plans to an approximate ~60% level of design, including refinement of horizontal and vertical geometry, structural calculations and plan development, ADA features, and site connections.
- Further development of architectural, landscape, and urban design features, including materials, finishes, and aesthetic treatments consistent with project goals and stakeholder input.
- Coordination across disciplines to confirm design consistency, constructability, and compatibility with utility, environmental, and permitting constraints.
- QA/QC review of plans, specifications, and quantities, to confirm consistency and completeness.

While select design refinement is anticipated as part of the ~60% design process, modifications to major design elements, such as pedestrian bridge type, size, span configuration, alignment, or location, would constitute a design revision and may require adjustments to scope, fee, and schedule through a formal amendment.

The Intermediate Plans are expected to include the following:

Plan Sheet Description
Cover Sheet and Index
Legend, General Notes, and Abbreviations
Survey Control and Existing Conditions
Typical Sections
Site Preparation Plans
Erosion Sediment Control Plans
Utility Plans
Drainage Plans
Structural Plans
Roadway Plans
Sidewalk Plan & Profile
Illumination Plans
Architectural Features Plans
Landscape and Urban Design Plans
Maintenance of Traffic Plans

Stormwater Design

Kimley-Horn will further advance stormwater design to support detailed design development, environmental coordination, and constructability evaluation. Stormwater design is anticipated to include:

- Refinement of stormwater assumptions and design criteria based on the selected bridge layout and site configuration.
- Preparation of draft stormwater calculations and refinement of flow control facilities, including preliminary sizing.

- Advancement of stormwater plan sheets to reflect proposed facility layouts, conveyance, and connections.
- Preparation of a draft Hydraulic Report documenting stormwater design criteria, assumptions, methodologies, preliminary calculations, and compliance approach with City of Everett requirements.

Constructability, Cost, and Schedule

As part of the ~60% design effort, Kimley-Horn will:

- Develop an MOT phasing plan set that carries the preferred alternative identified in Phase 1 of the project through. These plans will incorporate necessary changes and feedback stakeholder coordination and design advancement.
- Prepare an updated construction cost estimate based on the ~60% design.
- Refine construction assumptions and phasing concepts to support continued schedule development.

Project costs will be estimated based on available City Bid History, WSDOT Bid Analysis, and escalated to an anticipated construction year of 2028.

Draft Contract Documents

Kimley-Horn will prepare draft project special provisions and outline specifications appropriate for the ~60% design level to support agency review and coordination. Specifications are assumed to follow WSDOT, APWA, and City of Everett Standard Specifications.

Assumptions:

- Intermediate design is limited to a single preferred alternative, chosen during Preliminary Design.
- ~60% design deliverables will not include final quantities, final specifications, or bid-ready contract documents.
- Structural plans are complete with high-level quality control.
- Agency review comments received at the ~60% stage will be addressed as part of subsequent design phases.
- Intermediate Design does not include backwater analysis; this will be completed at Final Design.
- MOT plan set will include detours, advanced signing, and phasing plans. Specific traffic control details (striping callouts, temporary sign placement, temporary barrier and paving placement) will not be included.

Deliverables:

- Intermediate (~60%) Plan Set – Electronic (PDF)
- Intermediate Construction Cost Estimate – Electronic (PDF)
- Intermediate Construction Schedule and Phasing Narrative – Electronic (PDF)
- Draft Project Specifications – Electronic (PDF)
- Draft Hydraulic Report – Electronic (PDF)
- Updated Risk Register – Electronic (PDF)
- Response to Preliminary Comments – Electronic (PDF and Excel)

Task 2.06: Final (~90%) Design Deliverable

Kimley-Horn will advance the Intermediate (~60%) Design through Final (~90%) Design to complete design development and prepare the project for PS&E and advertisement. The ~90% design effort is intended to finalize technical design, confirm quantities, finalize permitting requirements, and resolve agency and stakeholder comments prior to preparation of bid-ready contract documents.

Final Design Development

Final design activities are anticipated to include:

- Advancement of the ~60% design to an approximate ~90% level of design, incorporating agency, stakeholder, and utility comments received during the Intermediate Design phase.
- Finalization of bridge geometry, structural design, accessibility features, site connections, and architectural and urban design elements.
- Final coordination across disciplines to confirm design consistency, constructability, and compatibility with utility and permitting constraints.
- QA/QC review of plans, specifications, quantities, and contract documents to confirm consistency and completeness.

While limited refinement may occur during final design, modifications to major design elements, such as pedestrian bridge type, size, span configuration, alignment, or location, are not anticipated at this stage.

The Final Plans are anticipated to include the same plan sheet types identified at the ~60% level, refined to reflect final design intent and coordinated quantities. Plan sheets will be developed at a level appropriate for final design review and comment.

Traffic Analysis

Kimley-Horn will perform detailed traffic analysis to support final design, MOT planning, and coordination with the City and applicable agencies. This effort builds upon the planning-level traffic operations evaluation completed during the Alternatives Analysis and will provide a more detailed assessment of construction-related traffic impacts.

Traffic analysis activities are anticipated to include:

- Modifying the traffic models to evaluate anticipated traffic operations under proposed construction staging and temporary closure scenarios on North Broadway.
- Signal timing analysis and evaluation, including review of existing signal operations and development of temporary or modified timing plans, as required to accommodate detours and construction-related traffic shifts.
- Detailed evaluation of detour route operations, anticipated to include Broadway, Tower Street, Trojan Avenue, and 10th Street, with consideration of capacity, queuing, delay, and safety impacts.
- Coordination with the City and applicable agencies to review analysis assumptions, results, and recommended operational strategies during construction.

The traffic analysis will be used to determine final MOT plans and specifications and public communication regarding anticipated construction impacts.

Stormwater Design

Kimley-Horn will complete stormwater design to support preparation of bid-ready contract documents and agency approval. Stormwater design is anticipated to include:

- Finalization of stormwater design criteria and assumptions based on the completed site layout and bridge design.
- Completion of final stormwater calculations, including treatment and flow control facility sizing, consistent with City of Everett requirements.
- Refinement and finalization of stormwater plan sheets, details, and notes for inclusion in the PS&E package.
- Preparation of a Final Hydraulic Report documenting stormwater design criteria, methodologies, calculations, and compliance with applicable City requirements.

Cost, Schedule, and Coordination

As part of the ~90% design effort, Kimley-Horn will:

- Prepare an updated construction cost estimate based on the ~90% design and refined quantities.
- Support final coordination with the City, College, utility owners, and applicable agencies to resolve outstanding comments and prepare for PS&E.
- Confirm construction assumptions and sequencing in preparation for advertisement.

Draft Final Contract Documents

Kimley-Horn will prepare a draft final project specifications package and coordinated contract documents suitable for final agency review. Specifications are assumed to follow WSDOT, APWA, and City of Everett Standard Specifications, with project-specific special provisions developed to reflect the final design.

Assumptions:

- Agency review comments received at the ~90% stage will be addressed as part of PS&E. Additional agency review cycles beyond Final design are not anticipated.
- The City will provide the contractual bid package material.
- Traffic analysis under this task is limited to evaluation of construction-related traffic impacts and does not include permanent post-construction traffic analysis.

Deliverables:

- Final (~90%) Plan Set – Electronic (PDF)
- Final Construction Cost Estimate – Electronic (PDF)
- Final Construction Schedule and Phasing Narrative – Electronic (PDF)
- Draft Project Specification Package – Electronic (PDF)
- Draft Contractual Big Package – Electronic (PDF)
- Final Hydraulic Report – Electronic (PDF)
- Updated Risk Register – Electronic (PDF)
- Response to Intermediate comments – Electronic (PDF and Excel)

Task 2.07: PS&E Design Deliverable

Kimley-Horn will prepare PS&E documents suitable for project advertisement. The PS&E effort will focus on finalizing and packaging the Final (~90%) Design documents into a complete, bid-ready contract package.

PS&E Development

PS&E activities are anticipated to include:

- Finalization of plan sheets developed under the Final (~90%) Design phase, incorporating final City and College review comments.
- Preparation of a complete, coordinated, and bid-ready plan set. No new plan sheets are anticipated to be generated between the ~90% design submittal and PS&E.
- Final QA/QC review of plans, specifications, quantities, and contract documents to confirm consistency and completeness.

Specifications and Contract Documents

Kimley-Horn will prepare final project specifications and special provisions, coordinated with the final design and consistent with WSDOT, APWA, and City of Everett Standard Specifications. Contract documents will be finalized to support competitive bidding and advertisement.

Engineer's Estimate and Advertisement Support

Kimley-Horn will prepare a final engineer's estimate based on the PS&E documents and anticipated construction year.

Assumptions:

- PS&E revisions will be limited to addressing final City and College comments and preparing bid-ready documents.

Deliverables:

- PS&E Plan Set – Electronic (PDF)
- PS&E Construction Cost Estimate – Electronic (PDF)
- PS&E Project Specification Package – Electronic (PDF)
- Final Contractual Bid Package – Electronic (PDF)
- Response to Final Comments – Electronic (PDF and Excel)

Task 2.08: Bid Support

Kimley-Horn will provide bid support services during the advertisement period to assist the City with responding to bidder inquiries and preparing addenda based on the PS&E documents.

Bid Support Activities

Bid support services are anticipated to include:

- Attending the prebid meeting, either virtually or in person, as requested by the City.
- Responding to bidder questions and requests for clarification related to the PS&E documents.
- Preparing responses and supporting materials for up to three (3) addenda, as required during the advertisement period.

- Verifying contractor requirements and bid document consistency in coordination with the City.
- Attending the bid opening, either virtually or in person, as requested by the City.

Bid support will be limited to clarification of the contract documents and will not include redesign or substantive changes to the project.

Assumptions:

- Bid support services are limited to the advertisement period.
- Preparation of three (3) addenda is included.
- Addenda resulting from significant design changes or revisions are not included.
- Kimley-Horn's role is advisory in nature; the City will issue all formal bid documents and addenda.

Deliverables:

- Responses to bidder questions – Electronic (PDF)
- Bid addenda (up to three) – Electronic (PDF)

Task 2.09: Construction Support

Kimley-Horn will provide construction phase engineering support services in its role as Engineer of Record (EOR) to support implementation of the project in general conformance with the Contract Documents. Construction phase services under this task are intended to provide technical clarification and design-related support during construction and do not include construction inspection or contract administration.

Engineering Support Services

Construction phase engineering support is anticipated to include:

- Attendance of pre-construction meeting for up to three (3) staff.
- Review of contractor material and shop drawing submittals for general conformance with the design intent of the Contract Documents.
- Responding to engineering and technical Requests for Information (RFIs) related to design intent, details, and interpretation of the plans and specifications.
- Providing EOR review and technical input associated with design-related construction issues identified during construction.

Kimley-Horn will coordinate with the City and the Construction Management team, as applicable, to support timely resolution of design-related questions.

Roles and Responsibilities

The City will be responsible for construction inspection, document control, construction management, contract administration, and acceptance of the work, either directly or through a third-party construction management consultant.

Kimley-Horn's role is limited to providing design-related technical guidance in support of construction and does not include direction of the contractor's means and methods.

Assumptions:

- Construction inspection, site observation, materials testing, and document control will be provided by others under separate contract(s) with the City.
- Federal-aid construction documentation, including but not limited to certified payroll review, DBE reporting, Buy America compliance, and construction-related federal reporting, is not included.
- Construction support services shall be provided up to an agreed not-to-exceed level of effort, defined as 80 RFIs and 55 submittals, with additional services subject to written City authorization.
- Redesign resulting from unforeseen field conditions or changes to the approved plans may require a scope amendment.
- Pre-construction meeting will be planned and scheduled by the City and Kimley-Horn's attendance is for design related discussion.

Deliverables

- Submittal and shop drawing review comments – Electronic (PDF)
- RFI responses related to design and technical clarification – Electronic (PDF)
- Engineering support correspondence – Electronic (PDF)

Overall Project Assumptions:

*Because the Service Provider does not control the cost of labor, materials, equipment or services furnished by others, methods of determining prices, or competitive bidding or market conditions, any opinions rendered as to costs, including but not limited to opinions as to the costs of construction and materials, shall be made on the basis of its experience and represent its judgment as an experienced and qualified professional, familiar with the industry. The Service Provider cannot and does not guarantee that proposals, bids or actual costs will not vary from its opinions of cost provided in project cost estimates. If the Client wishes greater assurance as to the amount of any cost, it shall employ an independent cost estimator. Service Providers' services required to bring costs within any limitation established by the Client will be paid for as Additional Services.

Proposed Fee

See attached fee/hour estimate.

Closing

Thank you, again, for the opportunity to prepare this proposal. Should you have any questions related to the content of this document, please reach out to our Project Manager at molly.toy@kimley-horn.com

Fee Proposal - Summary of Total Costs

Everett North Broadway Pedestrian Bridge

Final
3/3/2026

Summary of Estimated Project Costs

Project Summary by Task		Hours		Labor Cost		Expenses	Budget	% of Phase Budget
Task 101	Project Management and Coordination (Phase 1)	385	3.1%	\$ 115,381	4.1%	\$ 605	\$ 115,985	3.79%
Task 102	Agency Coordination and Public Engagement (Phase 1)	483	3.8%	\$ 106,713	3.8%	\$ 1,275	\$ 107,988	3.53%
Task 103	Survey and Base Mapping	62	0.5%	\$ 14,150	0.5%	\$ 20,350	\$ 34,500	1.13%
Task 104	Geotechnical Explorations and Recommendations	598	4.8%	\$ 117,941	4.2%	\$ 92,208	\$ 210,149	6.87%
Task 105	Environmental Coordination and Permitting (Phase 1)	513	4.1%	\$ 103,938	3.7%	\$ 604	\$ 104,542	3.42%
Task 106	Cultural Resources	203	1.6%	\$ 27,812	1.0%	\$ 1,144	\$ 28,956	0.95%
Task 107	Alternatives Analysis (5-Months)	2132	16.9%	\$ 483,461	17.0%	\$ 1,000	\$ 484,461	15.84%
Task 108	Preliminary (30%) Design Deliverable (4-Months)	1394	11.1%	\$ 314,740	11.1%	\$ -	\$ 314,740	10.29%
Task 201	Project Management and Coordination (Phase 2)	382	3.0%	\$ 117,230	4.1%	\$ -	\$ 117,230	3.83%
Task 202	Agency Coordination and Public Engagement (Phase 2)	286	2.3%	\$ 62,550	2.2%	\$ -	\$ 62,550	2.04%
Task 203	Utility Coordination	80	0.6%	\$ 16,000	0.6%	\$ -	\$ 16,000	0.52%
Task 204	Environmental Coordination and Permitting (Phase 2)	80	0.6%	\$ 17,650	0.6%	\$ -	\$ 17,650	0.58%
Task 205	Intermediate (60%) Design Deliverable (4-Months)	2730	21.7%	\$ 597,308	21.0%	\$ -	\$ 597,308	19.52%
Task 206	Final (90%) Design Deliverable (3-Months)	1816	14.4%	\$ 411,640	14.5%	\$ -	\$ 411,640	13.46%
Task 207	PS&E Design Deliverable (3-Months)	894	7.1%	\$ 199,058	7.0%	\$ -	\$ 199,058	6.51%
Task 208	Bid Support (1-Month)	43	0.3%	\$ 11,308	0.4%	\$ -	\$ 11,308	0.37%
Task 209	Construction Support	500	4.0%	\$ 124,705	4.4%	\$ 500	\$ 125,205	4.09%
	Management Reserve						\$ 100,000	3.27%
Total		12,581	100.0%	\$ 2,841,585	100.0%	\$ 117,685	\$ 3,059,270	100.00%

Kimley-Horn Title	Kimley-Horn Rate
Analyst I	\$160.00
Analyst II	\$170.00
Analyst III	\$200.00
Professional	\$230.00
Senior Professional I	\$260.00
Senior Professional II	\$325.00
Senior Professional III	\$365.00
Senior Technical Support	\$170.00
Technical Support	\$100.00
Accounting	\$205.00
Support Staff	\$120.00
Graphics	\$205.00

*Effective through December 31, 2026
Subject to annual adjustment thereafter*

**Fee Proposal - Summary of Total Costs
Everett North Broadway Pedestrian Bridge**

3/3/2026

		TEAM MEMBER FIRM	Kimley-Horn	S&W	HWA	Ott Sakai	Willamette	TOTAL
		STAFF HOURS	STAFF HOURS	STAFF HOURS	STAFF HOURS	STAFF HOURS		
PHASE 1								
Task 101	Project Management and Coordination (Phase 1)							
101.1	Administration		0					0
101.2	City/College Coordination Meetings		45					45
101.3	On-site Project Kick-off Meeting		18	8	8	4		38
101.4	City PM Check Ins		12					12
101.5	Design Team Coordination		232					232
101.6	Schedule		12					12
101.7	Project Setup		10					10
101.8	Progress Reports / Invoicing		36					36
		Subtotal	365	8	8	4	0	385

Task 102	Agency Coordination and Public Engagement (Phase 1)							
102.1	Agency Coordination		44	16				60
102.2	Strategic Communication and Outreach Plan (SCOP)		76	12				88
102.3	Public Open House		24	8				32
102.4	Open House Prep		125					125
102.5	Open House Summary		8					8
102.6	ROW Research		12					12
102.7	Visualization - 3D Modeling (2 concepts)		158					158
		Subtotal	447	36	0	0	0	483

Task 103	Survey and Base Mapping							
103.1	Field Survey		0					0
103.2	Locates		0					0
103.3	Subcontractor Coordination		12					12
103.4	Base Map Production		42					42
103.5	PLS Field Survey QC		8					8
		Subtotal	62	0	0	0	0	62

Task 104	Geotechnical Explorations and Recommendations							
104.1	Project Management + Administration				76			76
104.2	Review Existing Geotechnical and Foundation Information				8			8
104.3	Field Geotechnical Explorations				207			207
104.4	Geotechnical Engineering Analysis				191			191

Fee Proposal - Summary of Total Costs
Everett North Broadway Pedestrian Bridge

3/3/2026

		TEAM MEMBER FIRM	Kimley-Horn	S&W	HWA	Ott Sakai	Willamette	TOTAL
			STAFF HOURS	STAFF HOURS	STAFF HOURS	STAFF HOURS	STAFF HOURS	
104.5	Geotechnical Reporting				116			116
104.6	Geotechnical PS&E Coordination and Support		0					0
		Subtotal	0	0	598	0	0	598

Task 105	Environmental Coordination and Permitting (Phase 1)							
105.1	Project Management + Administration			90			90	
105.2	Hazardous Materials/Contamination			152			152	
105.3	NEPA Documentation			91			91	
105.4	ESA Documentation			40			40	
105.5	SEPA Documentation			140			140	
		Subtotal	0	513	0	0	0	513

Task 106	Cultural Resources							
106.1	Background Research, APE Development, & Logistics					34	34	
106.2	Archaeological Field Survey					64	64	
106.3	Archaeological Monitoring of Geotechnical Investigations					36	36	
106.4	Reporting & Archaeological Site Form Update					69	69	
		Subtotal	0	0	0	0	203	203

Task 107	Alternatives Analysis (5-Months)						
107.1	Alternatives Evaluation + Memo	278	32				310
107.2	Site Visit	56					56
107.3	Span configuration	74					74
107.4	Accessibility Approach (ramps or elevators)	118					118
107.5	Bridge landing locations and pathways	120					120
107.6	Level of Architectural and Aesthetic Treatment	88					88
107.7	Bridge Visual Quality	394					394
107.8	Stakeholder Input	66					66
107.9	Conceptual Landscape	90					90
107.1	Conceptual Roadway/Sidewalk	100					100
107.11	Conceptual Stormwater Considerations	62					62
107.12	Conceptual Construction Staging	46					46
107.13	Traffic Analysis	136					136
107.14	MOT Workshop 1	18					18
107.15	MOT Workshop 2	0					0
107.16	Conceptual MOT	262					262

**Fee Proposal - Summary of Total Costs
Everett North Broadway Pedestrian Bridge**

3/3/2026

		TEAM MEMBER FIRM	Kimley-Horn	S&W	HWA	Ott Sakai	Willamette	TOTAL
			STAFF HOURS	STAFF HOURS	STAFF HOURS	STAFF HOURS	STAFF HOURS	
107.17	Conceptual Estimate		40			140		180
107.18	Quality Control/ Quality Assurance		12					12
		Subtotal	1960	32	0	140	0	2132

Task 108	Preliminary (30%) Design Deliverable (4-Months)							
108.1	Structural Plans (TS&L)		370					370
108.2	Roadway Plans		384					384
108.3	Stormwater Plans		130					130
108.4	MOT Plans		222					222
108.5	Construction Cost Estimate + Schedule		26			150		176
108.6	QA/QC		32					32
108.7	Grant Support and Coordination		80					80
		Subtotal	1244	0	0	150	0	1394

SUBTOTAL PHASE 1		4078	589	606	294	203	5770
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PHASE 2								
Task 201	Project Management and Coordination (Phase 2)							
201.1	Administration		0					0
201.2	City/College Coordination Meetings		72					72
201.3	City PM Check Ins		35					35
201.4	Design Team Coordination		240					240
201.5	Schedule		14					14
201.6	Progress Reports / Invoicing		21					21
		Subtotal	382	0	0	0	0	382

Task 202	Agency Coordination and Public Engagement (Phase 2)							
202.1	Strategic Communication and Outreach Plan (SCOP) Update		12					12
202.2	Informational Materials + Graphics (MOT Video)		238					238
202.3	Public Information Summaries		36					36
		Subtotal	286	0	0	0	0	286

Task 203	Utility Coordination							
203.1	Utility Investigation		2					2

Fee Proposal - Summary of Total Costs
Everett North Broadway Pedestrian Bridge

3/3/2026

		TEAM MEMBER FIRM	Kimley-Horn	S&W	HWA	Ott Sakai	Willamette	TOTAL
			STAFF HOURS	STAFF HOURS	STAFF HOURS	STAFF HOURS	STAFF HOURS	
203.2	Third-Party Utility Coordination Meetings		44					44
203.3	Third-Party Utility Design Coordination		34					34
		Subtotal	80	0	0	0	0	80

Task 204	Environmental Coordination and Permitting (Phase 2)							
204.1	Project Management + Administration			16				16
204.2	NEPA 60% ESA meeting (virtual)			14				14
204.3	City of Everett Construction Permit + Permit Coordination		28	22				50
		Subtotal	28	52	0	0	0	80

Task 205	Intermediate (60%) Design Deliverable (4-Months)							
205.1	Cover Sheet and Index		10					10
205.2	Legend, General Notes and Abbreviations		10					10
205.3	Survey Control and Existing Conditions		15					15
205.4	Typical Sections		42					42
205.5	Site Preparation Plans		54					54
205.6	Erosion Sediment Control Plans		54					54
205.7	Utility Plans		40					40
205.8	Drainage Plans		134					134
205.9	Structural Plans		1065					1065
205.1	Roadway Plans		0					0
205.11	Sidewalk Plan and Profile		124					124
205.12	Illumination Plans		46					46
205.13	Architectural Features Plan		48					48
205.14	Landscape and Urban Design Plans		248					248
205.15	Maintenance of Traffic Plans		320					320
205.16	Updated Construction Cost Estimate		20			226		246
205.17	Draft Contract Documents		52					52
205.18	Draft Hydraulic Report		80					80
205.19	QA/QC		142					142
		Subtotal	2504	0	0	226	0	2730

Task 206	Final (90%) Design Deliverable (3-Months)							
206.1	Cover Sheet and Index		8					8
206.2	Legend, General Notes and Abbreviations		8					8
206.3	Survey Control and Existing Conditions		8					8

Fee Proposal - Summary of Total Costs
Everett North Broadway Pedestrian Bridge
3/3/2026

		TEAM MEMBER FIRM	Kimley-Horn	S&W	HWA	Ott Sakai	Willamette	TOTAL
			STAFF HOURS	STAFF HOURS	STAFF HOURS	STAFF HOURS	STAFF HOURS	
206.4	Typical Sections		22					22
206.5	Site Preparation Plans		28					28
206.6	Erosion Sediment Control Plans		28					28
206.7	Utility Plans		26					26
206.8	Drainage Plans		72					72
206.9	Structural Plans		694					694
206.1	Roadway Plans		0					0
206.11	Sidewalk Plan and Profile		84					84
206.12	Illumination Plans		22					22
206.13	Architectural Features Plan		52					52
206.14	Landscape and Urban Design Plans		154					154
206.15	Maintenance of Traffic Plans		210					210
206.16	Updated Construction Cost Estimate		20			100		120
206.17	Draft Contract Documents		70					70
206.18	Final Hydraulic Report		68					68
206.19	QA/QC		142					142
Subtotal			1716	0	0	100	0	1816

Task 207	PS&E Design Deliverable (3-Months)						
207.1	Cover Sheet and Index		6				6
207.2	Legend, General Notes and Abbreviations		6				6
207.3	Survey Control and Existing Conditions		6				6
207.4	Typical Sections		12				12
207.5	Site Preparation Plans		12				12
207.6	Erosion Sediment Control Plans		12				12
207.7	Utility Plans		12				12
207.8	Drainage Plans		70				70
207.9	Structural Plans		304				304
207.1	Roadway Plans		0				0
207.11	Sidewalk Plan and Profile		34				34
207.12	Illumination Plans		20				20
207.13	Architectural Features Plan		50				50
207.14	Landscape and Urban Design Plans		102				102
207.15	Maintenance of Traffic Plans		82				82
207.16	Updated Construction Cost Estimate		18			60	78
207.17	Draft Contract Documents		30				30
207.18	QA/QC		58				58

**Fee Proposal - Summary of Total Costs
Everett North Broadway Pedestrian Bridge**

3/3/2026

TEAM MEMBER FIRM		Kimley-Horn	S&W	HWA	Ott Sakai	Willamette	TOTAL
		STAFF HOURS	STAFF HOURS	STAFF HOURS	STAFF HOURS	STAFF HOURS	
Subtotal		834	0	0	60	0	894
Task 208	Bid Support (1-Month)						
208.1	Bidder Questions	12			10		22
208.2	Addendum 1	6					6
208.3	Addendum 2	6					6
208.4	Addendum 3	6					6
208.5	Bid Opening	2					2
208.6	Contractor Verification	1					1
Subtotal		33	0	0	10	0	43
Task 209	Construction Support						
209.1	Preconstruction Meeting	4					4
209.2	Request for Information (80)	160					160
209.3	Other Submittal Review and Responses (55)	110					110
209.4	EOR Review and Coordination	108					108
209.5	Outreach graphics and communication materials (digital graphics, survey, postcard, website)	118					118
209.6	Contractor Coordination	0					0
Subtotal		500	0	0	0	0	500
SUBTOTAL PHASE 2		6363	52	0	396	0	6811
TOTAL PHASE 1 + PHASE 2		10441	641	606	690	203	12581

Fee Proposal - Summary of Total Costs
 Everett North Broadway Pedestrian Bridge
 3/3/2026

TEAM MEMBER FIRM		Kimley-Horn		S&W		HWA		Ott Sakai		Willamette		TOTAL LABOR	TOTAL EXPENSES	TOTAL
		LABOR	EXPENSES	LABOR	EXPENSES	LABOR	EXPENSES	LABOR	EXPENSES	LABOR	EXPENSES			
PHASE 1														
Task 101	Project Management and Coordination (Phase 1)													
101.1	Administration	\$ -	\$ -									\$ -	\$ -	\$ -
101.2	City/College Coordination Meetings	\$ 12,780	\$ -									\$ 12,780	\$ -	\$ 12,780
101.3	On-site Project Kick-off Meeting	\$ 4,840	\$ 500	\$ 2,173	\$ 78	\$ 2,140	\$ 26	\$ 1,127	\$ -			\$ 10,281	\$ 605	\$ 10,885
101.4	City PM Check Ins	\$ 3,900	\$ -									\$ 3,900	\$ -	\$ 3,900
101.5	Design Team Coordination	\$ 72,400	\$ -									\$ 72,400	\$ -	\$ 72,400
101.6	Schedule	\$ 3,900	\$ -									\$ 3,900	\$ -	\$ 3,900
101.7	Project Setup	\$ 2,580	\$ -									\$ 2,580	\$ -	\$ 2,580
101.8	Progress Reports / Invoicing	\$ 9,540	\$ -									\$ 9,540	\$ -	\$ 9,540
	Subtotal	\$ 109,940	\$ 500	\$ 2,173	\$ 78	\$ 2,140	\$ 26	\$ 1,127	\$ -	\$ -	\$ -	\$ 115,381	\$ 605	\$ 115,985
Task 102	Agency Coordination and Public Engagement (Phase 1)													
102.1	Agency Coordination	\$ 11,020	\$ -	\$ 3,493	\$ -							\$ 14,513	\$ -	\$ 14,513
102.2	Strategic Communication and Outreach Plan (SCOP)	\$ 17,140	\$ -	\$ 2,713	\$ -							\$ 19,853	\$ -	\$ 19,853
102.3	Public Open House	\$ 6,940	\$ 1,250	\$ 1,887	\$ -							\$ 8,827	\$ 1,250	\$ 10,077
102.4	Open House Prep	\$ 26,940	\$ -									\$ 26,940	\$ -	\$ 26,940
102.5	Open House Summary	\$ 1,720	\$ -									\$ 1,720	\$ -	\$ 1,720
102.6	ROW Research	\$ 3,380	\$ -									\$ 3,380	\$ -	\$ 3,380
102.7	Visualization - 3D Modeling (2 concepts)	\$ 31,480	\$ 25									\$ 31,480	\$ 25	\$ 31,505
	Subtotal	\$ 98,620	\$ 1,275	\$ 8,093	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 106,713	\$ 1,275	\$ 107,988
Task 103	Survey and Base Mapping													
103.1	Field Survey	\$ -	\$ 16,500									\$ -	\$ 16,500	\$ 16,500
103.2	Locates	\$ -	\$ 3,850									\$ -	\$ 3,850	\$ 3,850
103.3	Subcontractor Coordination	\$ 2,900	\$ -									\$ 2,900	\$ -	\$ 2,900
103.4	Base Map Production	\$ 8,650	\$ -									\$ 8,650	\$ -	\$ 8,650
103.5	PLS Field Survey QC	\$ 2,600	\$ -									\$ 2,600	\$ -	\$ 2,600
	Subtotal	\$ 14,150	\$ 20,350	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,150	\$ 20,350	\$ 34,500
Task 104	Geotechnical Explorations and Recommendations													
104.1	Project Management + Administration	\$ -	\$ -			\$ 18,285	\$ -					\$ 18,285	\$ -	\$ 18,285
104.2	Review Existing Geotechnical and Foundation Information	\$ -	\$ -			\$ 1,460	\$ -					\$ 1,460	\$ -	\$ 1,460
104.3	Field Geotechnical Explorations	\$ -	\$ -			\$ 34,018	\$ 92,208					\$ 34,018	\$ 92,208	\$ 126,226
104.4	Geotechnical Engineering Analysis	\$ -	\$ -			\$ 37,803	\$ -					\$ 37,803	\$ -	\$ 37,803
104.5	Geotechnical Reporting	\$ -	\$ -			\$ 26,375	\$ -					\$ 26,375	\$ -	\$ 26,375
104.6	Geotechnical PS&E Coordination and Support	\$ -	\$ -									\$ -	\$ -	\$ -
	Subtotal	\$ -	\$ -	\$ -	\$ -	\$ 117,941	\$ 92,208	\$ -	\$ -	\$ -	\$ -	\$ 117,941	\$ 92,208	\$ 210,149
Task 105	Environmental Coordination and Permitting (Phase 1)													
105.1	Project Management + Administration	\$ -	\$ -	\$ 21,656	\$ 157							\$ 21,656	\$ 157	\$ 21,813
105.2	Hazardous Materials/Contamination	\$ -	\$ -	\$ 26,361	\$ 447							\$ 26,361	\$ 447	\$ 26,808
105.3	NEPA Documentation	\$ -	\$ -	\$ 20,013	\$ -							\$ 20,013	\$ -	\$ 20,013
105.4	ESA Documentation	\$ -	\$ -	\$ 8,010	\$ -							\$ 8,010	\$ -	\$ 8,010
105.5	SEPA Documentation	\$ -	\$ -	\$ 27,898	\$ -							\$ 27,898	\$ -	\$ 27,898
	Subtotal	\$ -	\$ -	\$ 103,938	\$ 604	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 103,938	\$ 604	\$ 104,542
Task 106	Cultural Resources													

Fee Proposal - Summary of Total Costs
Everett North Broadway Pedestrian Bridge
3/3/2026

TEAM MEMBER FIRM	Kimley-Horn		S&W		HWA		Ott Sakai		Willamette		TOTAL LABOR	TOTAL EXPENSES	TOTAL
	LABOR	EXPENSES	LABOR	EXPENSES	LABOR	EXPENSES	LABOR	EXPENSES	LABOR	EXPENSES			
106.1 Background Research, APE Development, & Logistics	\$ -	\$ -							\$ 6,299	\$ 135	\$ 6,299	\$ 135	\$ 6,434
106.2 Archaeological Field Survey	\$ -	\$ -							\$ 6,888	\$ 487	\$ 6,888	\$ 487	\$ 7,375
106.3 Archaeological Monitoring of Geotechnical Investigations	\$ -	\$ -							\$ 4,407	\$ 522	\$ 4,407	\$ 522	\$ 4,929
106.4 Reporting & Archaeological Site Form Update	\$ -	\$ -							\$ 10,217	\$ -	\$ 10,217	\$ -	\$ 10,217
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,812	\$ 1,144	\$ 27,812	\$ 1,144	\$ 28,956

Task 107	Alternatives Analysis (5-Months)													
107.1	Alternatives Evaluation + Memo	\$ 61,100	\$ -	\$ 7,270	\$ -							\$ 68,370	\$ -	\$ 68,370
107.2	Site Visit	\$ 16,240	\$ 1,000									\$ 16,240	\$ 1,000	\$ 17,240
107.3	Span configuration	\$ 16,820	\$ -									\$ 16,820	\$ -	\$ 16,820
107.4	Accessibility Approach (ramps or elevators)	\$ 24,250	\$ -									\$ 24,250	\$ -	\$ 24,250
107.5	Bridge landing locations and pathways	\$ 24,730	\$ -									\$ 24,730	\$ -	\$ 24,730
107.6	Level of Architectural and Aesthetic Treatment	\$ 19,570	\$ -									\$ 19,570	\$ -	\$ 19,570
107.7	Bridge Visual Quality	\$ 85,820	\$ -									\$ 85,820	\$ -	\$ 85,820
107.8	Stakeholder Input	\$ 14,370	\$ -									\$ 14,370	\$ -	\$ 14,370
107.9	Conceptual Landscape	\$ 18,000	\$ -									\$ 18,000	\$ -	\$ 18,000
107.1	Conceptual Roadway/Sidewalk	\$ 18,200	\$ -									\$ 18,200	\$ -	\$ 18,200
107.11	Conceptual Stormwater Considerations	\$ 11,980	\$ -									\$ 11,980	\$ -	\$ 11,980
107.12	Conceptual Construction Staging	\$ 10,720	\$ -									\$ 10,720	\$ -	\$ 10,720
107.13	Traffic Analysis	\$ 34,640	\$ -									\$ 34,640	\$ -	\$ 34,640
107.14	MOT Workshop 1	\$ 4,995	\$ -									\$ 4,995	\$ -	\$ 4,995
107.15	MOT Workshop 2	\$ -	\$ -									\$ -	\$ -	\$ -
107.16	Conceptual MOT	\$ 64,000	\$ -									\$ 64,000	\$ -	\$ 64,000
107.17	Conceptual Estimate	\$ 9,440	\$ -					\$ 37,546				\$ 46,986	\$ -	\$ 46,986
107.18	Quality Control/ Quality Assurance	\$ 3,770	\$ -									\$ 3,770	\$ -	\$ 3,770
Subtotal		\$ 438,645	\$ 1,000	\$ 7,270	\$ -	\$ -	\$ -	\$ 37,546	\$ -	\$ -	\$ -	\$ 483,461	\$ 1,000	\$ 484,461

Task 108	Preliminary (30%) Design Deliverable (4-Months)													
108.1	Structural Plans (TS&L)	\$ 79,100	\$ -									\$ 79,100	\$ -	\$ 79,100
108.2	Roadway Plans	\$ 71,600	\$ -									\$ 71,600	\$ -	\$ 71,600
108.3	Stormwater Plans	\$ 24,730	\$ -									\$ 24,730	\$ -	\$ 24,730
108.4	MOT Plans	\$ 55,050	\$ -									\$ 55,050	\$ -	\$ 55,050
108.5	Construction Cost Estimate + Schedule	\$ 5,590	\$ -					\$ 42,270				\$ 47,860	\$ -	\$ 47,860
108.6	QA/QC	\$ 10,400	\$ -									\$ 10,400	\$ -	\$ 10,400
108.7	Grant Support and Coordination	\$ 26,000	\$ -									\$ 26,000	\$ -	\$ 26,000
Subtotal		\$ 272,470	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 42,270	\$ -	\$ -	\$ -	\$ 314,740	\$ -	\$ 314,740

SUBTOTAL PHASE 1		\$ 933,825	\$ 23,125	\$ 121,475	\$ 682	\$ 120,081	\$ 92,235	\$ 80,943	\$ -	\$ 27,812	\$ 1,144	\$ 1,284,136	\$ 117,185	\$ 1,401,321
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PHASE 2														
Task 201	Project Management and Coordination (Phase 2)													
201.1	Administration	\$ -	\$ -									\$ -	\$ -	\$ -
201.2	City/College Coordination Meetings	\$ 19,980	\$ -									\$ 19,980	\$ -	\$ 19,980
201.3	City PM Check Ins	\$ 9,625	\$ -									\$ 9,625	\$ -	\$ 9,625
201.4	Design Team Coordination	\$ 78,000	\$ -									\$ 78,000	\$ -	\$ 78,000
201.5	Schedule	\$ 4,550	\$ -									\$ 4,550	\$ -	\$ 4,550
201.6	Progress Reports / Invoicing	\$ 5,075	\$ -									\$ 5,075	\$ -	\$ 5,075
Subtotal		\$ 117,230	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 117,230	\$ -	\$ 117,230

Task 202	Agency Coordination and Public Engagement (Phase 2)													
202.1	Strategic Communication and Outreach Plan (SCOP) Update	\$ 2,640	\$ -									\$ 2,640	\$ -	\$ 2,640
202.2	Informational Materials + Graphics (MOT Video)	\$ 51,990	\$ -									\$ 51,990	\$ -	\$ 51,990
202.3	Public Information Summaries	\$ 7,920	\$ -									\$ 7,920	\$ -	\$ 7,920

Fee Proposal - Summary of Total Costs
Everett North Broadway Pedestrian Bridge
3/3/2026

TEAM MEMBER FIRM	Kimley-Horn		S&W		HWA		Ott Sakai		Willamette		TOTAL LABOR	TOTAL EXPENSES	TOTAL
	LABOR	EXPENSES	LABOR	EXPENSES	LABOR	EXPENSES	LABOR	EXPENSES	LABOR	EXPENSES			
Subtotal	\$ 62,550	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 62,550	\$ -	\$ 62,550
Task 203	Utility Coordination												
203.1	Utility Investigation	\$ 400	\$ -								\$ 400	\$ -	\$ 400
203.2	Third-Party Utility Coordination Meetings	\$ 8,800	\$ -								\$ 8,800	\$ -	\$ 8,800
203.3	Third-Party Utility Design Coordination	\$ 6,800	\$ -								\$ 6,800	\$ -	\$ 6,800
Subtotal		\$ 16,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,000	\$ -	\$ 16,000
Task 204	Environmental Coordination and Permitting (Phase 2)												
204.1	Project Management + Administration	\$ -	\$ -	\$ 3,760	\$ -						\$ 3,760	\$ -	\$ 3,760
204.2	NEPA 60% ESA meeting (virtual)	\$ -	\$ -	\$ 3,176	\$ -						\$ 3,176	\$ -	\$ 3,176
204.3	City of Everett Construction Permit + Permit Coordination	\$ 4,880	\$ -	\$ 5,834	\$ -						\$ 10,714	\$ -	\$ 10,714
Subtotal		\$ 4,880	\$ -	\$ 12,770	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,650	\$ -	\$ 17,650
Task 205	Intermediate (60%) Design Deliverable (4-Months)												
205.1	Cover Sheet and Index	\$ 1,760	\$ -								\$ 1,760	\$ -	\$ 1,760
205.2	Legend, General Notes and Abbreviations	\$ 1,760	\$ -								\$ 1,760	\$ -	\$ 1,760
205.3	Survey Control and Existing Conditions	\$ 2,885	\$ -								\$ 2,885	\$ -	\$ 2,885
205.4	Typical Sections	\$ 7,500	\$ -								\$ 7,500	\$ -	\$ 7,500
205.5	Site Preparation Plans	\$ 9,720	\$ -								\$ 9,720	\$ -	\$ 9,720
205.6	Erosion Sediment Control Plans	\$ 9,720	\$ -								\$ 9,720	\$ -	\$ 9,720
205.7	Utility Plans	\$ 7,280	\$ -								\$ 7,280	\$ -	\$ 7,280
205.8	Drainage Plans	\$ 24,860	\$ -								\$ 24,860	\$ -	\$ 24,860
205.9	Structural Plans	\$ 225,870	\$ -								\$ 225,870	\$ -	\$ 225,870
205.1	Roadway Plans	\$ -	\$ -								\$ -	\$ -	\$ -
205.11	Sidewalk Plan and Profile	\$ 21,800	\$ -								\$ 21,800	\$ -	\$ 21,800
205.12	Illumination Plans	\$ 11,720	\$ -								\$ 11,720	\$ -	\$ 11,720
205.13	Architectural Features Plan	\$ 11,130	\$ -								\$ 11,130	\$ -	\$ 11,130
205.14	Landscape and Urban Design Plans	\$ 45,880	\$ -								\$ 45,880	\$ -	\$ 45,880
205.15	Maintenance of Traffic Plans	\$ 77,880	\$ -								\$ 77,880	\$ -	\$ 77,880
205.16	Updated Construction Cost Estimate	\$ 4,880	\$ -					\$ 61,463	\$ -		\$ 66,343	\$ -	\$ 66,343
205.17	Draft Contract Documents	\$ 11,280	\$ -								\$ 11,280	\$ -	\$ 11,280
205.18	Draft Hydraulic Report	\$ 16,120	\$ -								\$ 16,120	\$ -	\$ 16,120
205.19	QA/QC	\$ 43,800	\$ -								\$ 43,800	\$ -	\$ 43,800
Subtotal		\$ 535,845	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,463	\$ -	\$ -	\$ 597,308	\$ -	\$ 597,308
Task 206	Final (90%) Design Deliverable (3-Months)												
206.1	Cover Sheet and Index	\$ 1,420	\$ -								\$ 1,420	\$ -	\$ 1,420
206.2	Legend, General Notes and Abbreviations	\$ 1,420	\$ -								\$ 1,420	\$ -	\$ 1,420
206.3	Survey Control and Existing Conditions	\$ 1,420	\$ -								\$ 1,420	\$ -	\$ 1,420
206.4	Typical Sections	\$ 3,860	\$ -								\$ 3,860	\$ -	\$ 3,860
206.5	Site Preparation Plans	\$ 5,000	\$ -								\$ 5,000	\$ -	\$ 5,000
206.6	Erosion Sediment Control Plans	\$ 5,000	\$ -								\$ 5,000	\$ -	\$ 5,000
206.7	Utility Plans	\$ 4,660	\$ -								\$ 4,660	\$ -	\$ 4,660
206.8	Drainage Plans	\$ 13,700	\$ -								\$ 13,700	\$ -	\$ 13,700
206.9	Structural Plans	\$ 157,340	\$ -								\$ 157,340	\$ -	\$ 157,340
206.1	Roadway Plans	\$ -	\$ -								\$ -	\$ -	\$ -
206.11	Sidewalk Plan and Profile	\$ 15,000	\$ -								\$ 15,000	\$ -	\$ 15,000
206.12	Illumination Plans	\$ 6,590	\$ -								\$ 6,590	\$ -	\$ 6,590
206.13	Architectural Features Plan	\$ 11,360	\$ -								\$ 11,360	\$ -	\$ 11,360
206.14	Landscape and Urban Design Plans	\$ 28,940	\$ -								\$ 28,940	\$ -	\$ 28,940
206.15	Maintenance of Traffic Plans	\$ 50,440	\$ -								\$ 50,440	\$ -	\$ 50,440
206.16	Updated Construction Cost Estimate	\$ 4,880	\$ -					\$ 28,180	\$ -		\$ 33,060	\$ -	\$ 33,060
206.17	Draft Contract Documents	\$ 14,760	\$ -								\$ 14,760	\$ -	\$ 14,760

Fee Proposal - Summary of Total Costs
 Everett North Broadway Pedestrian Bridge
 3/3/2026

TEAM MEMBER FIRM	Kimley-Horn		S&W		HWA		Ott Sakai		Willamette		TOTAL LABOR	TOTAL EXPENSES	TOTAL
	LABOR	EXPENSES	LABOR	EXPENSES	LABOR	EXPENSES	LABOR	EXPENSES	LABOR	EXPENSES			
206.18 Final Hydraulic Report	\$ 12,960	\$ -									\$ 12,960	\$ -	\$ 12,960
206.19 QA/QC	\$ 44,710	\$ -									\$ 44,710	\$ -	\$ 44,710
Subtotal	\$ 383,460	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28,180	\$ -	\$ -	\$ -	\$ 411,640	\$ -	\$ 411,640
Task 207 PS&E Design Deliverable (3-Months)													
207.1 Cover Sheet and Index	\$ 1,080	\$ -									\$ 1,080	\$ -	\$ 1,080
207.2 Legend, General Notes and Abbreviations	\$ 1,080	\$ -									\$ 1,080	\$ -	\$ 1,080
207.3 Survey Control and Existing Conditions	\$ 1,080	\$ -									\$ 1,080	\$ -	\$ 1,080
207.4 Typical Sections	\$ 2,160	\$ -									\$ 2,160	\$ -	\$ 2,160
207.5 Site Preparation Plans	\$ 2,160	\$ -									\$ 2,160	\$ -	\$ 2,160
207.6 Erosion Sediment Control Plans	\$ 2,160	\$ -									\$ 2,160	\$ -	\$ 2,160
207.7 Utility Plans	\$ 2,160	\$ -									\$ 2,160	\$ -	\$ 2,160
207.8 Drainage Plans	\$ 13,100	\$ -									\$ 13,100	\$ -	\$ 13,100
207.9 Structural Plans	\$ 67,220	\$ -									\$ 67,220	\$ -	\$ 67,220
207.1 Roadway Plans	\$ -	\$ -									\$ -	\$ -	\$ -
207.11 Sidewalk Plan and Profile	\$ 6,080	\$ -									\$ 6,080	\$ -	\$ 6,080
207.12 Illumination Plans	\$ 4,760	\$ -									\$ 4,760	\$ -	\$ 4,760
207.13 Architectural Features Plan	\$ 11,080	\$ -									\$ 11,080	\$ -	\$ 11,080
207.14 Landscape and Urban Design Plans	\$ 20,160	\$ -									\$ 20,160	\$ -	\$ 20,160
207.15 Maintenance of Traffic Plans	\$ 19,510	\$ -									\$ 19,510	\$ -	\$ 19,510
207.16 Updated Construction Cost Estimate	\$ 4,230	\$ -					\$ 16,908	\$ -			\$ 21,138	\$ -	\$ 21,138
207.17 Draft Contract Documents	\$ 6,580	\$ -									\$ 6,580	\$ -	\$ 6,580
207.18 QA/QC	\$ 17,550	\$ -									\$ 17,550	\$ -	\$ 17,550
Subtotal	\$ 182,150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,908	\$ -	\$ -	\$ -	\$ 199,058	\$ -	\$ 199,058
Task 208 Bid Support (1-Month)													
208.1 Bidder Questions	\$ 3,450	\$ -					\$ 2,818	\$ -			\$ 6,268	\$ -	\$ 6,268
208.2 Addendum 1	\$ 1,355	\$ -									\$ 1,355	\$ -	\$ 1,355
208.3 Addendum 2	\$ 1,355	\$ -									\$ 1,355	\$ -	\$ 1,355
208.4 Addendum 3	\$ 1,355	\$ -									\$ 1,355	\$ -	\$ 1,355
208.5 Bid Opening	\$ 650	\$ -									\$ 650	\$ -	\$ 650
208.6 Contractor Verification	\$ 325	\$ -									\$ 325	\$ -	\$ 325
Subtotal	\$ 8,490	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,818	\$ -	\$ -	\$ -	\$ 11,308	\$ -	\$ 11,308
Task 209 Construction Support													
209.1 Preconstruction Meeting	\$ 1,235	\$ 500									\$ 1,235	\$ 500	\$ 1,735
209.2 Request for Information (80)	\$ 39,200	\$ -									\$ 39,200	\$ -	\$ 39,200
209.3 Other Submittal Review and Responses (55)	\$ 25,600	\$ -									\$ 25,600	\$ -	\$ 25,600
209.4 EOR Review and Coordination	\$ 33,700	\$ -									\$ 33,700	\$ -	\$ 33,700
209.5 Outreach graphics and communication materials (digital graphics, survey, postcard, website)	\$ 24,970	\$ -									\$ 24,970	\$ -	\$ 24,970
209.6 Contractor Coordination	\$ -	\$ -									\$ -	\$ -	\$ -
Subtotal	\$ 124,705	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 124,705	\$ 500	\$ 125,205
SUBTOTAL PHASE 2	\$ 1,435,310	\$ 500	\$ 12,770	\$ -	\$ -	\$ -	\$ 109,369	\$ -	\$ -	\$ -	\$ 1,557,449	\$ 500	\$ 1,557,949
MANAGEMENT RESERVE													\$ 100,000
TOTAL PHASE 1 + PHASE 2	\$ 2,369,135	\$ 23,625	\$ 134,245	\$ 682	\$ 120,081	\$ 92,235	\$ 190,313	\$ -	\$ 27,812	\$ 1,144	\$ 2,841,585	\$ 117,685	\$ 3,059,270










Kimley-Horn and Associates, Inc._North Broadway Pedestrian Bridge_PSA_KL_2026.04. 22_SD


Final Audit Report

2026-04-28

Created:	2026-04-22
By:	Marista Jorve (mjorve@everettwa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA5EOyqu6dPNCy6qmH0F5C0B4YetEOvR2d

"Kimley-Horn and Associates, Inc._North Broadway Pedestrian Bridge_PSA_KL_2026.04.22_SD" History


-  Document created by Marista Jorve (mjorve@everettwa.gov)
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