



DAILY LOG

April 22, 2005 Friday

Wong:

1. Attended contract agreement negotiation mtg with DEA this morning with Doug Ficco, George Humphrey, Kris Strickler, Ron Anderson & Rob DeGraff of ODOT. The following items were discussed:

- 5.1 **Contract Agreement:** Ron submitted a "Consultant Fee Calculation Worksheet" and asked for a fee of 32%. After negotiation, WSDOT, ODOT & DEA agreed to a fee of 31% for DEA and 29% for DEA's subconsultants. The fee is based on:

- 5.1.1 **Degree of risk** – Ron indicated that DEA incurred more risk than other projects when Ron & Jay (two VPs) will shed marketing responsibilities to work full time on the project. We suggested that DEA's risk is reduced due to the likely successful passage of WA gas tax that will provide \$50 millions in the next three years for the PE/FEIS study.

- 5.1.2 **Relative difficulty of design** – Ron stated that the design task is difficult due to uncertainty of various design concepts (4). Doug countered that the engineering design is basically geometric – vertical (profile) & horizontal (alignment) changes. There is no specialized engineering design skills (tunnel) required.

- 5.1.3 **Size of job** – WSDOT, ODOT and DEA agreed to the same weight factor of 0.17.

- 5.1.4 **Period of Performance** – WSDOT, ODOT and DEA agreed to the same weight factor of 0.35.

- 5.1.5 **Assistance by the State** – WSDOT and ODOT will be active partners collocating with DEA in the project office (to be determined).

- 5.1.6 **Sub-consulting** – WSDOT, ODOT and DEA agreed to the same weight factor of 0.35, because more than 40% of the contract will be done by sub-consultants.

2. Met with Neil Francis, Doug, Kris, & Rob DeGraff to talk about upcoming work activities:

- 2.1 Obtain bridge as-built & ROW dwgs in the BIA (Bridge Influence Area). Contact Dave Medack to get dwgs from Mill Plain to SR-14 I/C. Contact Paul DePalmer of ODOT for dwgs from Jantzen Beach to Columbia Slough. Contact Kate Deanne of ODOT for proposed bridge(s) drawings for ODOT's I-5 widening project from DP/V (Victory Blvd) to Lombard.
- 2.2 I am to contact both WSDOT & ODOT photogrammetry (Ron Singh & David Artman) sections that we want only one lab (i.e WSDOT) to do all DTMs for consistencies. ODOT photogrammetry has proposed to DTM in Oregon side for \$27,000.
- 2.3 Doug approved to proceed with aerial flights and DTM models by WSDOT. Kris told Ron Anderson of DEA that their offer to do aerial mapping is declined. I sent an e-mail to Neil to authorize the flight and subsequent mapping work:
 - 2.3.1 Notify Jacqueline Ouellete to proceed immediately with the flight(s) to take aerial photos for "1:12,000 and 1:3,000" DTM models.
 - 2.3.2 "1:3,000" DTM models are to be constructed for a corridor 250' outside existing ROW on either side of I-5.
 - 2.3.3 "1:12,000" DTM models are to be constructed for a corridor 250' to 1,000' outside existing ROW on either side of I-5.
 - 2.3.4 "1:3,000" DTM models would be expanded around freeway interchanges to include all ramps and nearest intersection.
 - 2.3.5 Coordinate with Jacqueline to reduce DTM models around SR-500 where SW Region has recently field surveyed and created DTM models.
 - 2.3.6 Coordinate with David Artman of ODOT to reduce DTM models from Delta Park to Lombard where ODOT is working on final design of I-5 widening.
 - 2.3.7 Confirm with Jacqueline and David Artman that **WSDOT Photogrammetry will prepare all DTM models in Washington and Oregon**, from 78th Street in Hazel Dell to Portland Blvd.
 - 2.3.8 Phase the DTM models efforts:
 - 2.3.8.1 Do "1:3,000" and "1:12,000" models from 39th St to Delta Park (Victory Blvd) I/C first;
 - 2.3.8.2 Review budget and then complete the north & south remaining portions.
3. Update Doug, Kris, & Rob DeGraff about the mtg with TriMet.. All agreed to pursue "**ProLog**". I am assigned to check with DEA what project data base program that DEA is currently using. The cost of ProLog license is fairly reasonable: \$2,500 for single license and about \$500 for annual renewal. The 1st time on-site mtg is \$1,200.
4. Kris & Doug asked what other ODOT staff Rob Degraff will bring to the CRC project office.
5. To send WBS file code to Rob, Jay & Ron for review comments.

March 19, 2005

Consultant Fee Calculation Worksheet
I-5 CRC EIS

Prepared by David Evans and Associates, Inc.

1. **Degree of Risk:** The risk for the project is very high because of its complexity, the uncertainty of funding, lack of having a clear path for delivery, and commitment of key executive management/principal time required for start-up.

- \$1.5 billion construction cost
- uncertainty of funding to complete design
- major innovative freeway design required in a very tight corridor
- multiple project phases very likely
- decision process very risky because of multiple agency coordination
- EIS requires both transit and highway solutions through joint FTA/FHWA process
- uncertain public acceptance
- difficult to determine impacts of initial delivery methods
- commitment of key executive management/principal time required for start-up

Weight: .32

2. **Relative Difficulty of Design:** The design is perhaps the most difficult faced by WSDOT SW Region and ODOT because of the need to squeeze added capacity into a very tight corridor, and the need to accommodate transit. The project will require very innovative designs to find a buildable solution.

Weight: .35

3. **Size of Job:** The project cost to take the job to 25-30% design is estimated at \$60 million plus. Current funding is estimated at less than \$12 million. In accordance with the fee calculation worksheet, work in excess of \$10 million is to be weighted at .17.

Weight: .17

4. **Period of Performance:** This agreement will be for three years. In accordance with the weighting criteria, projects that are 24 months or longer are weighted at .35.

Weight: .35

5. **Assistance by the State:** We have assumed this project will be delivered by the consultant team with oversight by the States. The majority of the work will be the responsibility of the Consultant. The States have asked the Consultant team to provide national experience and technical advice.

Weight: .33

6. **Sub-consulting:** More than 40% of the contract will be done by sub-consultants. The established weighting criterion is .35.

Weight: .35

Value: 31.25

$$(.31) \left(\frac{1}{3}\right) + (.29) \left(\frac{2}{3}\right)$$

$$\begin{array}{r} .29 \\ \hline .58 \\ .31 \\ \hline .89 \end{array}$$

$$\begin{array}{r} 296 \\ \hline 1851 \\ \hline 6 \\ \hline 29 \\ \hline 27 \\ \hline 20 \end{array}$$

\$5,000,000 to \$10,000,000 may be proportionately weighted from .21 to .17 and work in excess of \$10,000,000 at .17

Period of Performance: Agreements and/or supplements that are 24 months or longer, are to be weighted at .35. Agreements of lesser duration are to be proportionately weighted to a minimum of .17 for work less than two (2) months.

Assistance by the State: To be weighted from .35 in those situations where few items are provided by the state to .17 in those situations where the state provides many items. Things to consider: existing design or plans, mapping, quantities, surveys, geotechnical information, etc.

Sub-consulting: To be weighted in proportion to the amount of sub-consulting. Where 40% or more of the design is to be contracted, the weighting is to be .35 and such weighting proportionately decreased to .17 where all the design is performed by the consultant's own forces.

Note: If the Federal Highway Administration (FHWA) funds the project, the allowable fixed fee/profit percentage may not exceed 15% of direct labor plus overhead costs. In addition, the fixed fee/profit percentage may not exceed 35% of direct labor costs only.

When considered necessary because of unusual circumstances or local conditions, the range of weight may be increased above .35 if supported by adequate justification and approval of the Assistant Secretary of Environmental and Engineering Service Center.

		weight	
Risk	2.0	<u>.32</u>	0
Difficulty	1.8	<u>.32</u>	6.4
size	1.8	.17	2.6
perf	1.8	.35	5.3
assistance	1.6	.30	4.5
sub	1.0	.35	3.5
<hr/>			<u>30.3</u>

Consultant Fee Calculation Worksheet

This technique will ensure consideration of the relative value of the appropriate factor in the establishment of a fee objective in the conduct of negotiating and provide a basis of documentation of the fee objective.

In negotiating a fee as an element of price, a reasonable fee shall be negotiated or determined for each agreement by using the following procedure as a guide:

Weighted Guidelines			
Factor	Rate	Weight	Value
Degree of Risk	25	.32	8
Relative Difficulty of Work	20	.32	6.4
Size of Job	15	.17 ✓	2.6
Period of Performance	15	.35 ✓	5.3
Assistance by the State	15	.30	4.5
Sub-consulting	10	.35 ✓	3.5
Total			30.3

Based on the circumstances of each agreement and/or supplement, each of the above factors shall be weighted from .17 to .35 as indicated below. The value shall be obtained by multiplying the rate by the weight. The value column, when totaled, indicate the fair and reasonable fixed fee and/or profit percentage of the direct (raw) labor costs for the agreement and/or supplement.

Degree of Risk: Where the design involves no risk or the degree of risk is very small the weighting should be .17; as the degree of risk increases, the weighting should be increased up to a maximum of .35. Agreements with options will have, generally, a higher weighted value than contracts without options for which quantities are provided. Other things to consider: nature of design, responsibility for design reasonableness of negotiated costs, amount, and type of labor included in costs, amount of executive management/principal time required.

Relative Difficulty of Design: If the design is most difficult and complex, the weighting should be .35 and should be proportionately reduced to .17 on the simplest of jobs. This factor is tied in, to some extent, with the degree of risk. Some things to consider: the nature of the design, what is the time schedule; etc.; and rehabilitation of new work.

Size of Job: All agreement (estimated) total costs less \$100,000 shall be weighted at .35. The fixed fee percentage should be proportionately weighted for those projects between \$100,000 and \$5,000,000 may be proportionately weighted from .34 to .21. Agreements from

FEE SCHEDULE

AUDITED COST PLUS

David Evans and Associates, Inc. - BTR Region

Date Last Revised: September 29, 2003

WSDOT Y-8705 Transportation Design PS&E

PROFESSIONAL CLASSIFICATION	DIRECT LABOR		OVERHEAD		FEE		BILLING RATE	
	Min	Max	Min	Max	Min	Max	Min	Max
ADMINISTRATIVE								
Principal In Charge (PICH)	\$35.00	\$70.00	\$59.49	\$118.97	\$10.50	\$21.00	\$104.99	\$209.97
Project Manager (PMGR)	\$25.00	\$65.00	\$42.49	\$110.47	\$7.50	\$19.50	\$74.99	\$194.97
Executive Administrator (EXAD)	\$20.00	\$35.00	\$33.99	\$59.49	\$6.00	\$10.50	\$59.99	\$104.99
Administrative Assistant (ADMA)	\$15.00	\$25.00	\$25.49	\$42.49	\$4.50	\$7.50	\$44.99	\$74.99
Office Assistant (OFFA)	\$11.00	\$16.00	\$18.70	\$27.19	\$3.30	\$4.80	\$33.00	\$47.99
Office Clerk (OFFC)	\$6.75	\$11.00	\$11.47	\$18.70	\$2.03	\$3.30	\$20.25	\$33.00
Contract Administrator (CONT)	\$20.00	\$30.00	\$33.99	\$50.99	\$6.00	\$9.00	\$59.99	\$89.99
Project Administrator (PADM)	\$10.00	\$25.00	\$17.00	\$42.49	\$3.00	\$7.50	\$30.00	\$74.99
ENGINEERING								
Engineering Manager (ENGM)	\$45.00	\$60.00	\$76.48	\$101.98	\$13.50	\$18.00	\$134.98	\$179.98
Managing Professional Engineer (MGPE)	\$35.00	\$55.00	\$59.49	\$93.48	\$10.50	\$16.50	\$104.99	\$164.98
Senior Professional Engineer (SPEN)	\$27.00	\$40.00	\$45.89	\$67.98	\$8.10	\$12.00	\$80.99	\$119.98
Professional Engineer (PFEN)	\$25.00	\$32.00	\$42.49	\$54.39	\$7.50	\$9.60	\$74.99	\$95.99
Sr. Design Engineer (SDEN)	\$32.00	\$40.00	\$54.39	\$67.98	\$9.60	\$12.00	\$95.99	\$119.98
Design Engineer (DEEN)	\$20.00	\$32.00	\$33.99	\$54.39	\$6.00	\$9.60	\$59.99	\$95.99
Designer (DESG)	\$15.00	\$20.00	\$25.49	\$33.99	\$4.50	\$6.00	\$44.99	\$59.99
Design Technician (DETE)	\$8.00	\$15.00	\$13.60	\$25.49	\$2.40	\$4.50	\$24.00	\$44.99
Sr. CADD Technician (SCAD)	\$22.00	\$32.00	\$37.39	\$54.39	\$6.60	\$9.60	\$65.99	\$95.99
CADD Technician (CADD)	\$12.00	\$23.00	\$20.40	\$39.09	\$3.60	\$6.90	\$36.00	\$68.99
GIS								
GIS Manager (GISM)	\$32.00	\$40.00	\$54.39	\$67.98	\$9.60	\$12.00	\$95.99	\$119.98
Sr. GIS Specialist (SGIS)	\$24.00	\$32.00	\$40.79	\$54.39	\$7.20	\$9.60	\$71.99	\$95.99
GIS Specialist (GISS)	\$18.00	\$25.00	\$30.59	\$42.49	\$5.40	\$7.50	\$53.99	\$74.99
GIS Technician (GIST)	\$12.00	\$19.00	\$20.40	\$32.29	\$3.60	\$5.70	\$36.00	\$56.99
HYDROGRAPHIC SURVEYING								
Hydrographic Survey Manager (HYSM)	\$35.00	\$45.00	\$59.49	\$76.48	\$10.50	\$13.50	\$104.99	\$134.98
Hydrographer (HYDR)	\$20.00	\$35.00	\$33.99	\$59.49	\$6.00	\$10.50	\$59.99	\$104.99
Hydrographic Technician (HYDT)	\$10.00	\$20.00	\$17.00	\$33.99	\$3.00	\$6.00	\$30.00	\$59.99
LANDSCAPE ARCHITECTURE								
Landscape Architecture Manager (LAMN)	\$30.00	\$40.00	\$50.99	\$67.98	\$9.00	\$12.00	\$89.99	\$119.98
Sr. Landscape Architect (SLAN)	\$27.00	\$36.00	\$45.89	\$61.19	\$8.10	\$10.80	\$80.99	\$107.99
Landscape Architect (LAAR)	\$23.00	\$28.00	\$39.09	\$47.59	\$6.90	\$8.40	\$68.99	\$83.99
Sr. Landscape Designer (SLAD)	\$19.00	\$28.00	\$32.29	\$47.59	\$5.70	\$8.40	\$56.99	\$83.99
Landscape Designer (LADE)	\$16.00	\$24.00	\$27.19	\$40.79	\$4.80	\$7.20	\$47.99	\$71.99
Landscape Technician (LATE)	\$12.00	\$16.00	\$20.40	\$27.19	\$3.60	\$4.80	\$36.00	\$47.99

FEE SCHEDULE
AUDITED COST PLUS
David Evans and Associates, Inc. - BTR Region
Date Last Revised: September 29, 2003
WSDOT Y-8705 Transportation Design PS&E

PROFESSIONAL CLASSIFICATION	DIRECT LABOR		OVERHEAD		FEE		BILLING RATE	
	Min	Max	Min	Max	Min	Max	Min	Max
NATURAL RESOURCES								
Natural Resources Manager (NATR)	\$40.00	\$52.00	\$67.98	\$88.38	\$12.00	\$15.60	\$119.98	\$155.98
Managing Scientist (MSCI)	\$37.00	\$48.00	\$62.89	\$81.58	\$11.10	\$14.40	\$110.99	\$143.98
Sr. Scientist (SSCI)	\$25.00	\$38.00	\$42.49	\$64.58	\$7.50	\$11.40	\$74.99	\$113.98
Scientist (SCIT)	\$15.00	\$25.00	\$25.49	\$42.49	\$4.50	\$7.50	\$44.99	\$74.99
Field Scientist (FSCI)	\$7.00	\$15.00	\$11.90	\$25.49	\$2.10	\$4.50	\$21.00	\$44.99
PLANNING								
Planning Manager (PLNM)	\$40.00	\$45.00	\$67.98	\$76.48	\$12.00	\$13.50	\$119.98	\$134.98
Sr. Planner (SPLN)	\$25.00	\$40.00	\$42.49	\$67.98	\$7.50	\$12.00	\$74.99	\$119.98
Planner (PLNR)	\$15.00	\$25.00	\$25.49	\$42.49	\$4.50	\$7.50	\$44.99	\$74.99
Entry Planner (EPLN)	\$12.00	\$15.00	\$20.40	\$25.49	\$3.60	\$4.50	\$36.00	\$44.99
Planning Intern (PLNI)	\$8.00	\$12.00	\$13.60	\$20.40	\$2.40	\$3.60	\$24.00	\$36.00
PUBLIC RELATIONS								
Public Relations Manager (PRMR)	\$30.00	\$37.00	\$50.99	\$62.89	\$9.00	\$11.10	\$89.99	\$110.99
Public Relations Coordinator (PRCO)	\$15.00	\$30.00	\$25.49	\$50.99	\$4.50	\$9.00	\$44.99	\$89.99
Public Relations Assistant (PRAS)	\$12.00	\$15.00	\$20.40	\$25.49	\$3.60	\$4.50	\$36.00	\$44.99
Sr. Graphic Specialist (SGRP)	\$18.00	\$28.00	\$30.59	\$47.59	\$5.40	\$8.40	\$53.99	\$83.99
Graphic Specialist (GRPH)	\$12.00	\$18.00	\$20.40	\$30.59	\$3.60	\$5.40	\$36.00	\$53.99
RIGHT-OF-WAY AND REAL ESTATE								
Real Estate Manager (REAL)	\$30.00	\$45.00	\$50.99	\$76.48	\$9.00	\$13.50	\$89.99	\$134.98
Sr. Appraiser/Negotiator (SAPN)	\$25.00	\$40.00	\$42.49	\$67.98	\$7.50	\$12.00	\$74.99	\$119.98
Appraiser/Negotiator (APPR)	\$18.00	\$25.00	\$30.59	\$42.49	\$5.40	\$7.50	\$53.99	\$74.99
Sr. Property Specialist (SPRS)	\$25.00	\$38.00	\$42.49	\$64.58	\$7.50	\$11.40	\$74.99	\$113.98
Property Specialist (PROP)	\$18.00	\$25.00	\$30.59	\$42.49	\$5.40	\$7.50	\$53.99	\$74.99
Entry Property Specialist (EPRS)	\$12.00	\$18.00	\$20.40	\$30.59	\$3.60	\$5.40	\$36.00	\$53.99
SURVEYING								
Survey Manager (SVYM)	\$40.00	\$60.00	\$67.98	\$101.98	\$12.00	\$18.00	\$119.98	\$179.98
Sr. Professional Land Surveyor (SPLS)	\$32.00	\$48.00	\$54.39	\$81.58	\$9.60	\$14.40	\$95.99	\$143.98
Professional Land Surveyor (PLSU)	\$20.00	\$32.00	\$33.99	\$54.39	\$6.00	\$9.60	\$59.99	\$95.99
Project Surveyor (PSVR)	\$25.00	\$35.00	\$42.49	\$59.49	\$7.50	\$10.50	\$74.99	\$104.99
Survey Technician (SVTE)	\$18.00	\$28.00	\$30.59	\$47.59	\$5.40	\$8.40	\$53.99	\$83.99
Party Chief (PCHF)	\$15.00	\$28.00	\$25.49	\$47.59	\$4.50	\$8.40	\$44.99	\$83.99
Instrument Person (INST)	\$10.00	\$20.00	\$17.00	\$33.99	\$3.00	\$6.00	\$30.00	\$59.99

Negotiated Overhead Rate: 169.96% of Direct Labor
Negotiated Fee Rate: 30.00% of Direct Labor
Total 199.96% of Direct Labor

DAVID EVANS AND ASSOCIATES, INC.
Direct Non-Salary Reimbursable Expenses

Category	Cost
Telephone	Included in Overhead Charges
Postage	Included in Overhead Charges
Express Service	At Cost
Deliveries	At Cost
Reproduction – at Offices	Included in Overhead Charges
Reproduction – Outside Vendor	At Cost
Parking and Tolls	At Cost
Mileage in Company-Owned Vehicles	\$0.345/mile
Mileage in Privately-Owned Vehicles	\$0.345/mile
Airfare	At Cost
Lodging and Meals	At Cost

All travel will comply with WSDOT Travel Regulations.