



**Washington State
Department of Transportation**

Supplemental Agreement Number <u>6</u>		Organization and Address	
Original Agreement Number 0635.02		Shea Carr & Jewell, Inc. (dba SCJ Alliance) 8730 Tallon Lane NE Suite 200 Lacey, WA 98516 Phone: 360-352-1465	
Project Number 15-257	Execution Date	Completion Date 12/31/2020	
Project Title North Lewis County - Industrial Access	New Maximum Amount Payable \$592,905		
Description of Work See Attached Scope of Work. This Supplement completes Phase 5.			

The Local Agency of Lewis County
desires to supplement the agreement entered in to with Shea Carr & Jewell, Inc.
and executed on 08/31/2015 and identified as Agreement No. 0635.02
All provisions in the basic agreement remain in effect except as expressly modified by this supplement.
The changes to the agreement are described as follows:

I

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

See Attached Scope of Work. This Supplement completes Phase 5.

II

Section IV, TIME FOR BEGINNING AND COMPLETION, is amended to change the number of calendar days for completion of the work to read: Completion By December 31, 2020

III

Section V, PAYMENT, shall be amended as follows:

Original: \$138,164 + Supplements: #1 \$128,232 + #2 \$137,154 + #3 \$7,113 + #4 \$49,693 + #6 \$132,549= Total: \$592,905
(Note: Supplement No. 5 Modified Completion Date but not the Budget.)

as set forth in the attached Exhibit A, and by this reference made a part of this supplement.
If you concur with this supplement and agree to the changes as stated above, please sign in the Appropriate spaces below and return to this office for final action.

By: Eric Johnston, PE, Principal

Consultant Signature

By: JOSH METCALF, DIRECTOR

Approving Authority Signature

11-26-19

Date



SCJ ALLIANCE
CONSULTING SERVICES

EXHIBIT A

SCOPE OF WORK

for

**North Lewis County Industrial Access Project
Phase 5 – Non-Access Feasibility Study**

Lewis County, WA

Prepared for: Lewis County
Jack Niehuser, PE
2025 NE Kresky Ave.
Chehalis, WA 98532
PH: 360-740-1394

Prepared by: Eric Johnston PE, Principal
SCJ Alliance

Date prepared: November 6, 2019

Scope of Work

The purpose of this Scope of Work is to repackage earlier transportation planning and conceptual design studies conducted for the NLCIA to satisfy requirements for a Non-Access Feasibility Study based on Chapter 550.05 of the WSDOT Design Manual. Specifically, this effort will focus on determining whether the local street and highway improvements (non-I-5 access-related) recommended in the NLCIA Framework and Action Plan can adequately meet the draft Purpose and Need statement for the project area. If it is found that non-freeway improvements fully satisfy the intended purpose of the *NLCIA Action Plan*, then the process of approving a change in freeway access would conclude and no highway modifications would be considered. With a finding that non-freeway improvements cannot meet the intent of the NLCIA Plan, then the planning, preliminary design and environmental process for the ARR would continue as described in Chapter 550 and a separate Work Order will be prepared to conduct this work effort.

The analysis conducted under this Work Order will be built on planning studies completed as part of the *North Lewis County Industrial Access, Strategic Framework and Action Plan* which focused on enhancing access between key industrial properties in North Lewis County and I-5. This Plan made recommendations for projects to:

- Maximize the efficiency of the existing transportation system through signal timing, access management and railroad crossing enhancements
- Increase north/south connectivity through the improvement and extension of Eckerson Road, extension of Foron Road, improvements to Scheuber Road and Russell Road, and extension of Reynolds Avenue to connect with Big Hannaford Road



This scope has been organized in a series of discrete steps with decisions on if and how to move forward at the end of each step. The overall approach is based on assumptions made by the Consultant related to our expectations on WSDOT's potential requirements to prepare a NAFS using the extensive materials prepared and widely reviewed during earlier phases of the NCLIA study process. These discrete steps include:

1. Consultation with WSDOT
2. Consultation with Key Stakeholders
3. Preparation of Methods and Assumptions Report
4. Preparation of Draft and Final NAFS Report (assumes no new analysis but solely a repackaging of the prior study products into an acceptable NAFS format)
5. Coordinate with Puget Sound & Pacific Railroad and Western Washington Railroad to assess the feasibility and steps necessary to develop a switching agreement between the two to reduce rail crossing impacts on local streets

Depending on the outcome of the initial stakeholder consultation or further WSDOT coordination, it may be necessary to conduct additional technical transportation analysis. These tasks have been identified below as contingency items.

Task Description and Work Plan

Task 01 Kick-off Consultation with WSDOT

At the outset of this work scope meetings will be held with Lewis County and WSDOT to determine the level of information that needs to be included in a NAFS report for it to be acceptable to WSDOT. Work elements to be discussed would include:

- Updated guidance to develop a draft Purpose and Need Statement for the Project
- Appropriate Evaluation Criteria for assessing benefits of local street improvements
- An outline of the necessary process and coordination that should occur to reach a conclusion on the NAFS

Assumptions for Task 01

- It is assumed that this work effort will be conducted using the existing remaining project funding from Phase 4.

Deliverables for Task 01

- Meeting materials including agendas, minutes or meeting notes, hand-outs and presentations as needed
- Documentation to memorialize key findings and conclusions related to the NAFS process that will be undertaken

Task 02 Kick-off Consultation with Key Stakeholders

A kick-off meeting will be held with Lewis County, WSDOT and other key stakeholders as appropriate to present and discuss the level of information that needs to be included in a NAFS report for it to be acceptable to WSDOT. Work elements to be discussed would include:

- Updated guidance to develop a draft Purpose and Need Statement for the Project
- Appropriate Evaluation Criteria for assessing benefits of local street improvements
- An outline of the necessary process and coordination that should occur to reach a conclusion on the NAFS



- Discussion of Blakeslee Junction rail coordination issues and development of a path forward

Deliverables for Task 02

- Meeting materials including agendas, minutes or meeting notes, hand-outs and presentations as needed
- Documentation of the discussion related to the NAFS and Blakeslee Junction processes, project Purpose and Need, and key evaluation criteria.

Task 03 Preparation of Methods and Assumptions Report

Building on the consultation process undertaken as part of Tasks 01 and 02, this task would involve preparation of a formal methods and assumptions report to guide preparation of the NAFS. Included will be a refined project Purpose and Need Statement and evaluation criteria to guide decisions on a project path forward. Key analysis locations will be determined along with an analysis approach that will be used to document findings and conclusions consistent with the identified evaluation criteria. One draft and one final document will be prepared for the Methods and Assumptions Report and the Purpose and Need Statement.

Deliverables for Task 03

- Draft Methods and Assumptions Report
- Final Methods and Assumptions Report
- Purpose and Need Statement

Task 04 Prepare Preliminary Non-Access Feasibility Study Report

Sub-Task 4.1 Prepare NLCIA Framework Study to NAFS Mapping Matrix

Based on the guidance presented in Chapter 550.05 of the WSDOT Design Manual and ongoing coordination/communication with WSDOT, develop a matrix for WSDOT review identifying analysis completed in previous phases of work and mapping those efforts to the required elements of the NAFS report.

Sub-Task 4.2 Prepare First Draft NAFS Report

Based on the guidance presented in Chapter 550.05 of the WSDOT Design Manual and ongoing coordination/communication with WSDOT, a first draft of the NAFS report will be prepared. This report will package the previous analysis conducted to date. The draft report will be distributed to project stakeholders (including Lewis County and/or WSDOT for discussion on report sufficiency, key findings and conclusions and preliminary recommendations.

The Consultant Team will request review comments from project stakeholders for use in preparation of a second draft. Formal response to these comments will be prepared to inform the team how each comment has been addressed.

Sub-Task 4.3 Prepare Second Draft NAFS Report

Based on comments received on the First Draft of the NAFS Report, a second draft report will be prepared. This work scope and its accompanying budget assumes that comments will be relatively minor and will not require substantial new transportation planning work and no preliminary design. Options for access to/from I-5 will not be addressed in the context of this report.



The Consultant Team will request review comments from project stakeholders for use in preparation of a final NAFS report. Formal response to these comments will be prepared to inform the team how each comment has been addressed.

Sub-Task 4.4 Prepare Final NAFS Report

Based on comments received on the Second Draft of the NAFS Report, a final report will be prepared and submitted to project stakeholders and for formal WSDOT review and/or approval. This final report will include identification of a path forward indicating whether local street improvements would be adequate to meet the Purpose and Need for the Project or whether I-5 access modifications should be further studied.

Deliverables for Task 04

- Framework Study to NAFS Mapping Matrix
- Non-Access Feasibility Study report (first draft, second draft and final)

Task 05 Railroad Switching Agreement Feasibility Assessment at Blakeslee Junction

The Puget Sound and Pacific Railroad (PS&P) changes rail cars in Centralia, a process that results in trains stopping to cross surface streets like Harrison Avenue and Pearl Street for extended periods of time. At Blakeslee Junction the PS&P crosses the rail lines owned by Western Washington Railroad (WWRR). A switch in this vicinity and an operating agreement between the railroads can allow PS&P to switch to WWRR tracks and use them as a siding to facilitate rail car and crew changes without the commensurate blockage of local streets. Bringing together representatives of the two railroads is the first step in assessing the feasibility and steps necessary to enable this switching to occur.

This task will involve coordinating with Puget Sound & Pacific Railroad and Western Washington Railroad to assess the feasibility and steps necessary to develop a switching agreement between the two to reduce rail crossing impacts on local streets. The effort will also include a site visit and a general assessment of conceptual feasibility and potential impacts of a switching improvement.

Deliverables for Task 05

- Railroad Switching Feasibility Assessment report (draft and final)

Task 06 Project Management and Stakeholder/WSDOT Coordination

This task includes management, scheduling, planning/scoping, and project coordination and meetings for the timeframe covered by this work scope. Work elements in this task include:

- Monthly team meetings with Lewis County and/or WSDOT are anticipated from November 1, 2019 through March 1, 2020 – total of **3 meetings** in addition to the kick-off meeting described under Tasks 01 and 02 that would be held in Lewis County Public Works offices
- Up to two Technical Support Group Meetings plus meeting preparation time to review and approve the NAFS. These meetings would likely involve the full complement of stakeholders who participated in the NLCIA Framework and Action Plan. One of these meetings could be the annual project Steering Committee meeting
- Work task also includes internal consultant team management, monthly progress report and invoicing, and one general coordination meeting with WSDOT in addition to the monthly team meetings



Deliverables for Task 06

- Meeting materials including agendas, minutes or meeting notes, hand-outs and presentations as needed
- Monthly progress reports and invoices

Task 07 Develop Project Status Brochure

A one to two-page project brochure will be prepared to discuss the current status of project development including findings and recommendations from the preceding tasks and a request for advance funding of the ARR, preliminary design and NEPA documentation from the Connecting Washington program.

Deliverables for Task 07

- Draft and final project status brochure in electronic format

Task 08 Research on Access Revision Report and Environmental Requirements

This task would involve conducting research and coordinating with WSDOT to refine an approach to conducting an Access Revision Report and determining potential environmental documentation requirements if the decision is made to continue the planning process beyond the NAFS. This task would also include development of a draft and final Task Order work scope and budget.

Deliverables for Task 08

- White paper on ARR and preliminary environmental documentation requirements. It is assumed that an environmental scan will be necessary to accurately determine finalize any decision on appropriate NEPA/SEPA documentation. An environmental scan is not included with the Phase 5 work effort
- Draft and final Task Order Scope of Work and budget

Contingent Tasks

In the event that WSDOT requires for an acceptable NAFS quantitative analysis of existing and potential future traffic operations beyond that included in previous analyses, the following contingent tasks have been identified. It should be noted that these tasks are included only as Work Scope and Budget placeholders until such time as a refined level of effort is formally requested.

Task 09 Transportation Analysis in Support of NAFS

Sub-Task 9.1 Methods & Assumptions Report/Refined Purpose and Need Statement

Based on the analysis and coordination conducted under the previous tasks, it is assumed that direction will be provided by WSDOT on the analysis scope and parameters to guide transportation analysis in support the NAFS. This task will focus on documenting that guidance and will include:

- An updated project Purpose and Need Statement for which project stakeholders have broad consensus
- Evaluation criteria to assess how achievement of the Purpose and Need Statement can be measured
- Identification of key analysis locations that must be addressed
- Preparation of a draft Methods & Assumptions Report



- Preparation of a final Methods & Assumptions Report based on comments received on the draft

Sub-Task 9.2 Data Collection

This task focuses on collection of traffic-related data at key intersections and for key roadway segments (up to four locations each) to use as the basis for producing quantified traffic analysis in support of the NAFS. Data to be collected will include:

- PM peak hour traffic counts at key locations (four locations have been assumed for budgeting purposes)
- Daily traffic counts on up to four key roadway links including vehicle classification information to identify the existing level of truck activity (four locations have been assumed for budgeting purposes)
- Crash history (2014-2018) at the same key intersections and along the same key roadway links

Sub-Task 9.3 Develop Future Traffic Volume Forecasts for Local Street Alternatives

This task identifies an approach to evaluating the range of potential local street improvements that could be implemented to help meet the Project's Purpose and Need Statement. As noted in the introduction to this work scope, the NLCIA Plan identified a range of possible improvements. These will be tested by layering improvements on top of each other in a logical manner with improvements that might achieve the greatest benefit being considered first. A total of three-layered alternatives will be considered, and the incremental benefits associated with each layer will be identified.

To accomplish this analysis the travel demand model developed by TRPC for Lewis County will be used to prepare up to three travel model runs. Model output will be reviewed and tested for reasonableness and data will be post-processed to identify future year (2040 PM peak hour) traffic projections.

Sub-Task 9.4 Intersection/Roadway Capacity Analysis

Traffic operations analysis will be conducted for the key study area intersections and roadway segments for the layered improvement alternatives. Analysis will be focused on both existing (2019) conditions and projected (2040) conditions. Operational deficiencies will be identified including delay, levels of service, queuing and truck activity. An operations summary report will be prepared documenting the analysis process, assumptions, results and conclusions.

Sub-Task 9.5 Safety Analysis

Five-year traffic crash data (2014-2018) for key study area intersections and roadway segments will be obtained, stratified and evaluated to identify any existing safety concerns in the study area.

Deliverables for Task 09

- Existing and Future Year PM Peak Hour Traffic Volumes and Operations Analysis
- Summary of Traffic Safety Analysis

Task 10 Stakeholder and WSDOT Coordination

This task would include two monthly team meetings with Lewis County and/or WSDOT as needed to facilitate coordination and review of the analysis, and one Technical Support Group meeting to review key findings and conclusions with the larger stakeholder committee. Two monthly progress reports and invoices are also included.

***Deliverables for Task 10***

- Meeting materials including agendas, minutes or meeting notes, hand-outs and presentations as needed
- Monthly progress reports and invoices

Approval

If this proposal is acceptable, please provide a signature on the attached contract.

END OF SCOPE OF WORK AND FEE ESTIMATE

Consultant Fee Determination Summary - Exhibit D-1



SCJ Alliance

Client: Lewis County
 Project: North Lewis County - Industrial Access
 Job #: 635.02
 File Name: REVISED NLCIA Ph. 5 Labor Estimate Template 2019-1122_Final.xlsm

Template Version: 9/27/2019
 Contract Type: WSDOT

Consultant Fee Determination

DIRECT SALARY COST

Classification	Hours	Direct Hourly Rate	Amount
Principal	125.0	\$87.02	\$10,878
Senior Principal Consultant	16.0	\$100.13	\$1,602
Senior Consultant	208.0	\$63.83	\$13,277
Senior Transp. Planner	178.0	\$44.22	\$7,871
Planner	44.0	\$32.96	\$1,450
Principal	6.0	\$71.47	\$429
Planner	56.0	\$32.93	\$1,844
Project Accountant	13.0	\$30.50	\$397
Project Coordinator II	7.0	\$35.09	\$246

Total Direct Salary Cost \$37,993

OVERHEAD

Overhead Rate: 157.35% Direct Salary Cost: \$37,993 **Overhead Cost \$59,781**

FIXED FEE

Fixed Fee Rate: 30.00% Direct Salary Cost: \$37,993 **Fixed Fee Cost \$11,398**

TOTAL SALARY COST

Total Salary Cost \$109,172

SUBCONSULTANTS

Wiser Engineering	Phase 05	Non-Access Feasibility Study	\$18,000
	Subconsultant Fee		\$18,000
	Subconsultant Markup:	0%	\$0
Total Subconsultant Cost			\$18,000

REIMBURSABLES

Copies, Printing, etc.	1.5%	of the Direct Salary Costs	\$1,638
Traffic Counts		Traffic Counts	\$2,000
Mileage	3,000	miles at \$0.580 per mile	\$1,740

Total Expenses \$5,378

SUBTOTAL (SALARY, SUBCONSULTANTS AND EXPENSES)

Subtotal (Salary, Subconsultants and Expenses) **\$132,549**

MANAGEMENT RESERVE FUND (MRF)

Management Reserve: \$0 **\$0**

Total Estimated Budget: \$132,549