

Jefferson County  
Board of Commissioners  
Agenda Request

**To:** Board of Commissioners  
Philip Morley, County Administrator

**From:** Frank Gifford, Public Works Director *FG*

**Agenda Date:** September 12, 2011

**Subject:** Supplement to Standard Consultant Agreement  
with Nakano Associates LLC  
Rick Tollefson Memorial Trail Project

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**Statement of Issue:**

This is to Supplement the Standard Consultant Agreement with Nakano Associates, LLC, of Seattle, to provide additional predesign services for Phase One of the Rick Tollefson Memorial Trail Project.

**Analysis/Strategic Goals/Pro's & Con's:**

This project is number three on the 2011-2016 Six Year Transportation Improvement Program and is included in the 2011 Annual Construction Program. The purpose of Phase One of the project is to create a new multi-use non-motorized trail crossing Chimacum Valley between HJ Carroll Park and the Bob Bates Ball Fields.

**Fiscal Impact/Cost Benefit Analysis:**

The contract supplement amount is \$10,000. Funding is provided by the Federal Highway Administration and the State Pedestrian and Bicycle Safety Program.

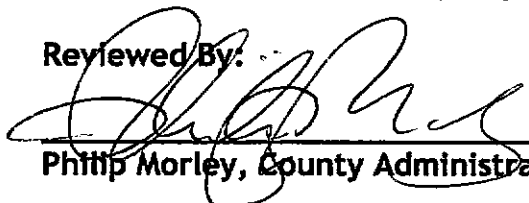
**Recommendation:**

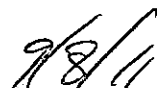
The Board is asked to sign the three supplement originals, and return two to Public Works (attn Valerie Greene).

**Department Contact:**

Monte Reinders P.E., County Engineer 385-9242

**Reviewed By:**

  
Philip Morley, County Administrator

  
Date

|   |  |
|---|--|
| Supplemental Agreement Number <u>  1  </u>  | Organization and Address<br>Nakano Associates LLC<br>3609 S. Mount Baker Blvd.<br>Seattle WA 98144 |
| Agreement Number  |  |
| Project Number<br>County Project No. 18018150   | Phone<br>206-292-9392  |
| Project Title<br>Rick Tollefson Memorial Trail Phase One  | New Maximum Amount Payable<br>\$29,230   |
| Description of Work<br>Supplemental Agreement One is for additional design work in advance of trail right-of-way acquisition. |  |

The Local Agency of Jefferson County WA desires to supplement the agreement entered into with Nakano Associates LLC and executed on April 11, 2011 and identified as Agreement No. 11-77

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 II, SCOPE OF WORK, is hereby changed to read:

**The Scope of Work required for this project as detailed in the original Contract is increased with the attached Exhibit "A".**

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**II**

Section IV, TIME FOR BEGINNING AND COMPLETION, is amended to change the number of calendar days for completion of the work to read: no change

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**III**

Section V, PAYMENT, shall be amended as follows:

**The maximum amount that the Consultant shall be paid for services rendered is increased by \$10,000**

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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.

NAKANO ASSOCIATES LLC  
Consultant

COUNTY OF JEFFERSON  
BOARD OF COMMISSIONERS

James Nakano

Consultant's Signature

29 AUG 2011

Date

\_\_\_\_\_  
John Austin, Chair

\_\_\_\_\_  
Phil Johnson, Member

\_\_\_\_\_  
David W. Sullivan, Member

Approved as to form only this 24<sup>th</sup>  
day of AUGUST, 201 1.

David Alvarez  
Deputy Prosecuting Attorney

Frank Gifford  
Frank Gifford  
Public Works Director

# EXHIBIT A

| ORIGINAL CONTRACT   |                | SUPPLEMENTAL AGREEMENT #1 |                 |                 |
|---|----------------|---------------------------|-----------------|-----------------|
|   | Principal      | Sr. Associate             | Associate       | Associate       |
| HOURLY RATE   | \$138          | \$96                      | \$83            | \$83            |
| TASK  |                |                           |                 |                 |
| Review existing information.  |                | 4                         |                 |                 |
| Planning/ coordination meeting with JCPW  | 4              | 4                         |                 |                 |
| Participate in and facilitate stakeholder meetings # 1                            | 8              | 12                        |                 |                 |
| Participate in and facilitate stakeholder meeting # 2                             | 6              | 10                        |                 |                 |
| Develop schematic trail alignment and standards                                   | 2              | 40                        | 20              |                 |
| Present draft to stakeholders (meeting # 3)                                       | 4              | 4                         |                 |                 |
| site visit to review trail alignment as staked by surveyor                        |                |                           |                 | 6               |
| revise trail alignment based on new survey information and meeting with landowner |                |                           |                 | 2               |
| present and review revised trail alignment drawing to stakeholders                |                |                           |                 | 4               |
| review revised trail alignment staking  |                |                           |                 | 6               |
| other additional design work in advance of ROW acquisition                        |                |                           |                 | 8               |
| Provide one rendered site plan of final alignment                                 |                | 4                         | 8               | 1               |
| Present final trail alignment to stakeholders (meeting # 4)                       | 4              | 4                         |                 |                 |
| Provide final report with cost estimate and schedule                              |                | 40                        | 10              | 20              |
| <b>Total Hours</b>  | <b>28</b>      | <b>122</b>                | <b>38</b>       | <b>0</b>        |
| <b>Subtotal Fees</b>  | <b>\$3,864</b> | <b>\$11,712</b>           | <b>\$3,154</b>  | <b>\$2,070</b>  |
| <b>Subtotal Fees for Original Contract</b>  |                |                           | <b>\$18,730</b> |                 |
| <b>Reimbursable expenses for Original Contract</b>                                |                |                           | <b>\$500</b>    |                 |
| <b>TOTAL AMOUNT for Original Contract</b>   |                |                           | <b>\$19,230</b> |                 |
| <b>Subtotal Fees for Supplemental Agreement #1</b>                                |                |                           |                 | <b>\$9,462</b>  |
| <b>Reimbursable expenses for Supplemental Agreement #1</b>                        |                |                           |                 | <b>538</b>      |
| <b>TOTAL AMOUNT for Supplemental Agreement #1</b>                                 |                |                           |                 | <b>\$10,000</b> |