

SKAGIT COUNTY PUBLIC WORKS DEPARTMENT

County Administration Building, Room 203, 2nd & Kincaid Streets, Mount Vernon, Washington 98273

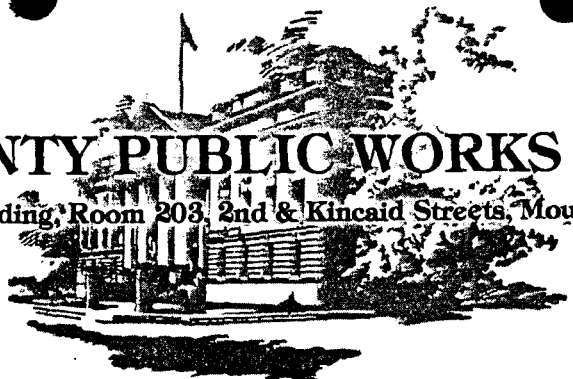
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Director

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Assistant Director

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Charles Tewalt
Superintendent
Operations Division

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February 25, 1987

Lynn Guttman
Brown & Caldwell
1000 West Harrison Street
Seattle, Washington 98119

RE: Skagit County, D.O.E. Comprehensive
Flood Control Plan

Dear Lynn:

Enclosed, please find an executed copy of our contract agreement for Brown & Caldwell to develop a Comprehensive Flood Control Management Plan acceptable to the Washington State Department of Ecology. This will enable Skagit County to continue to participate in the Washington State Flood Control Maintenance Grant Program.

I would like to get my grant application to D.O.E. as soon as possible for Grant Funds for this Plan. How much will I need to add to your cost of \$29,300.00 to cover costs incurred by Skagit County to assist in development of the plan? We need to discuss this item as soon as possible.

Otherwise, it looks like we are in business. We will be looking forward to meeting with you soon.

I am also enclosing a copy of the new guidelines on application forms for D.O.E. Flood Control Grants. I just received them this week. Due to D.O.E. being late with the application forms, the grant deadline has been extended to the last day of March 1987.

Sincerely,

W. EUGENE SAMPLEY, P.E.
Public Works Director

BY: DONALD E. NELSON
Flood Control Engineer

DEN/kaa

enclosures

AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES
BETWEEN THE COUNTY OF SKAGIT AND
BROWN AND CALDWELL

AMENDMENT NO. 2

THIS AMENDMENT, made and entered into on this 23rd day of February, 1987, by and between the COUNTY OF SKAGIT, hereinafter referred to as "County," and BROWN AND CALDWELL, a California corporation authorized to provide consulting engineering services in the State of Washington, hereinafter referred to as "Engineer."

WITNESSETH:

WHEREAS, the County and the Engineer have entered into an Agreement for professional engineering services dated November 15, 1982; and

WHEREAS, to comply with the Amendments to the Revised Code of Washington (RCW) 86.26 and the Washington Administrative Code (WAC) 173-145, State Participation in Flood Control Maintenance, there is a need for engineering investigations and the completion of a Comprehensive Flood Control Management Plan (CFCMP); and

WHEREAS, the County desires to employ the Engineer to provide the necessary engineering services in connection with the State requirements;

NOW, THEREFORE, the County and Engineer agree as follows:

A. SCOPE OF ENGINEERING SERVICES

The scope of work of the original Agreement is amended to add those services described in the attached Exhibit A, Scope of Work, Comprehensive Flood Control Management Plan.

B. COMPENSATION

Compensation for the services provided under Article A of this Amendment shall be as provided in the attached Exhibit B, Compensation. The price ceiling of the Agreement shall be increased by \$29,300 to \$72,300.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment No. 2 to be executed in duplicate by their respective authorized officers and representatives.

BROWN AND CALDWELL

COUNTY OF SKAGIT, WASHINGTON
BOARD OF COUNTY COMMISSIONERS

By Jack Warburton
Jack Warburton
Vice President

By Otto M. Walberg Jr.
Chairman

Date 2/5/87

By Dave R...
Commissioner

By W. W. Vay
Commissioner

Date February 23, 1987

APPROVED AS TO FORM

John R. Moffat
Prosecuting Attorney

PRESENTED BY
W. S. ...
County Department Head

EXHIBIT A
SCOPE OF WORK
COMPREHENSIVE FLOOD CONTROL MANAGEMENT PLAN

In order to be eligible to continue receiving funds from the Flood Control Assistance Account Program, Skagit County must develop and adopt a Comprehensive Flood Control Management Plan (CFCMP) as specified in Washington Administrative Code (WAC) 173-145.

The following outline provides the initial scope of the County's CFCMP based on the contents identified in WAC 173-145-040. However, as of the date of this Amendment, the Department of Ecology (DOE) has not specified the preferred format or stipulated the criteria for approval of the Plan by DOE or by the Department of Fisheries and Game. Thus, to some extent, the project will evolve as a consensus develops and intermediate decisions are made.

Task A. Project Initiation

Purpose: Clarification of the plan's format and approach.

Content: A revised outline of the contents of the CFCMP if different from the contents described in Tasks B - F.

Process: Brown and Caldwell will review the location, accessibility, and viability of the existing flood control and drainage information to be used to accomplish Tasks B - F. A meeting will then be held with Skagit County staff to review, and revise, if necessary, the proposed scope of work, approach, and products.

Brown and Caldwell will attend and facilitate one (1) meeting with Skagit County and the DOE to discuss and clarify the proposed format and content of the Plan.

Task B. Research and Documentation of Problems and Current Legislative Responses

Purpose: Determination of the need for flood control work.

Content: In accordance with WAC 173-145-040:

1. Description of the watershed.
2. Identification of types of watershed flood problems.
3. Location and identification of specific problem areas.
4. Description of flood damage history.
5. Description of potential flood damage.
6. Short-term and long-term goals and objectives for the planning area.
7. Description of regulations which apply within the watershed, including but not limited to local shoreline management master programs and zoning, subdivision, and flood hazard ordinances.
8. Determination of in-stream flood control work being consistent with applicable policies and regulations.

Process: Brown and Caldwell will research and condense available information. Sources may include studies prepared for the Corps of Engineers, the Federal Emergency Management Agency (FEMA), Skagit County, and the Soil Conservation Service; interviews with staff engineers and planners; County legislation and other planning and regulatory documents; and/or, capital project records and flood rate maps.

Brown and Caldwell will prepare a draft of this section of the CFCMP. Based upon the comments of the County Flood Control Engineer, Brown and Caldwell will revise the draft for inclusion in the proposed CFCMP.

Task C. Research and Documentation of In-Stream Flood Control Work

Purpose: Determination of alternative flood control work.

Content: In accordance with WAC 173-145-040:

1. Description of potential measures of in-stream flood control work.
2. Description of alternatives to in-stream flood control work.

Process: Brown and Caldwell will research and condense available information as described in Task B, and, if deemed necessary by the Project Manager, Brown and Caldwell will outline additional alternatives that have been documented in engineering texts and/or studies.

Brown and Caldwell will prepare a draft of this section of the CFCMP. Based upon the comments of the County Flood Control Engineer, Brown and Caldwell will revise the draft for inclusion in the proposed CFCMP.

Task D. Research and Documentation of Potential Impacts

Purpose: Identification and consideration of potential impacts of in-stream flood control work on the in-stream uses and resources.

Content: In accordance with WAC 173-145-040:

Identification of potential impacts on:

1. Fish resources;
2. Wildlife resources;
3. Scenic, aesthetic, and historic resources;
4. Navigation;
5. Water quality;
6. Hydrology; and
7. Existing recreation.

Process: As described in Task C.

Brown and Caldwell will prepare a draft of this section of the CFCMP. Based upon the comments of the County Flood Control Engineer, Brown and Caldwell will revise the draft for inclusion in the proposed CFCMP.

Task E. Research and Definition of the Area of Coverage

Purpose: In accordance with WAC 173-145-040: "Area of coverage for the comprehensive plan shall include, as a minimum, the area of the one-hundred year frequency flood plain within a reach of the watershed of sufficient length to ensure that a comprehensive evaluation can be made of the flood problems for a specific reach of the watershed. The plan may or may not include an entire watershed. Comprehensive plans shall also include flood hazard areas not subject to riverine flooding such as areas subject to coastal flooding, flash flooding, or flooding from inadequate drainage."

Content: In accordance with WAC 173-145-040: either the meander belt or floodway shall be identified on map(s) which will be included with the Plan.

Process: Brown and Caldwell will indicate on a map the meander belts or floodways of the Skagit and Samish Rivers and will indicate areas that have been subject to coastal flooding, flash flooding, and flooding from inadequate storm water drainage. In preparing the map, Brown and Caldwell will utilize the information gathered in Task B.

The annotated map will be submitted to Skagit County's Flood Control Engineer for review and comment. If necessary, Brown and Caldwell will revise the map in accordance with the instructions of the Flood Control Engineer.

Note: This task does not imply a detailed mapping effort based on specific hydrologic data; rather, it implies a graphic illustration of general sites and locations.

Task F. Evaluation and Prioritization of
Proposed Flood Control Actions

Purpose: Conclusion and proposed solution(s).

Content: In accordance with WAC 173-145-040:

1. Evaluation of problems and needs;
2. Evaluation of alternative solutions;
3. Recommendation of corrective action(s) with proposed impact resolution measures for resource losses; and
4. Prioritization of corrective action(s).

Process: Brown and Caldwell will attend and facilitate one (1) meeting with Skagit County staff to identify and weight evaluation and prioritization criteria.

Based on available data and practices of the civil engineering profession, Brown and Caldwell will use the evaluation criteria to outline and assess the flood control problems (from Task B) and alternative solution (from Tasks C and D). The County's Flood Control Engineer will provide a list of existing recommended corrective actions and an indication of their relative priority for funding. Brown and Caldwell will review, augment, and revise this information as necessary.

Brown and Caldwell will prepare a draft of this section of the CFCMP. Based upon the comments of the County Flood Control Engineer, Brown and Caldwell will revise the draft for inclusion in the proposed CFCMP.

Task G. Discussion and Adoption of CFCMP

Purpose: Formal review and adoption of the proposed CFCMP by the Skagit County Commissioners.

Content: Five (5) copies of the proposed CFCMP.
Five (5) copies of the CFCMP.

Process: Brown and Caldwell will write an executive summary and collate each of the revised CFCMP sections from Tasks B - F into a document to be known as the Proposed Skagit County Comprehensive Flood Control Management Plan.

Brown and Caldwell will attend two (2) meetings with County Commissioners and/or County staff members and/or DOE staff members to present the proposed Plan and answer questions.

Based upon the comments of the County Flood Control Engineer, Brown and Caldwell will make minor revisions to the document and submit five (5) copies of the Skagit County Comprehensive Flood Control Management Plan.

Exhibit A, Scope of Work

Skagit County Comprehensive Flood Control Management Plan (CFCMP)
 Summary of Estimated Hours and Costs

Task descriptions	Estimated labor hours					Cost (to nearest dollar)		
	Managing Engineer & Tech.	Engineer & Tech.	Secretary	Admin. Asst. & Draftsman	Total	Labor, \$ (including fringes, OH & prof. fee)	ODC	Total
A. Project Initiation	10	20	2		32	\$2,295	\$70	\$2,365
B. Research/Documentation of Problems & Current Leg. Responses	4	16	8	40	68	\$3,755	\$25	\$3,780
C. Research/Documentation of Instream Flood Control Work	4	18	8	40	70	\$3,884	\$25	\$3,909
D. Research/Documentation of Potential Impacts	4	30	8	40	82	\$4,659	\$25	\$4,684
E. Research/Definition of the Area of Coverage	4	40		10	54	\$3,465	\$250	\$3,715
F. Evaluation/Prioritization of Proposed Flood Control Actions	10	60	8		78	\$5,105	\$170	\$5,275
G. Discussion/Adoption of the CFCMP	18	45	16	2	81	\$5,286	\$300	\$5,586
TOTAL	54	229	50	132	465	\$28,449	\$885	\$29,314

EXHIBIT B

COMPENSATION

Compensation for services provided under Article A shall be in accordance with the methods described in this Exhibit and the specific amounts shown on the Compensation Schedule, or as may be later mutually agreed to.

The total cost of this Amendment including fee, shall not exceed \$29,300 without approval of the Skagit County Board of County Commissioners.

The Engineer shall submit monthly statements. Monthly billing shall be based upon actual cost of the work as documented by the Engineer and approved by Skagit County's Project Manager.

Skagit County, by written request of the County's Project Manager, may request the Engineer to revise portions of work previously completed under the Contract, add to the work, or perform other tasks. The Engineer will respond in writing to the County Project Manager's request, indicating cost and schedule impacts, if any. These impacts shall be negotiated by the County and the Engineer prior to the performance of the work requested. The Engineer shall proceed with the changes in the work only after notification in writing by the County's Project Manager.

A. Hourly Labor Cost

Compensation for each service or task authorized on an hourly basis shall be the sum of hourly labor cost times three and twenty-eight one-hundredths (3.28).

Hourly labor cost shall be the total number of hours worked on the job by each employee. The current labor cost rate for each employee is as set forth below in the Compensation Schedule. Billing rates shall be revised semi-annually, or more often, to reflect relevant changes in engineering salary costs.

COMPENSATION SCHEDULE

<u>Title</u>	<u>Hourly labor cost</u>
Executive Engineer	\$36.06
Managing Engineer	28.29
Supervising Engineer	26.96
Senior Engineer Technician/Engineer	19.68
Draftsperson/Administrative Assistant	15.60
Secretary	11.60

B. Other Direct Costs

Hourly non-salary cost shall be actual costs as listed below, plus ten (10) percent, and shall include, but not be limited to, the following:

1. Identifiable reproduction costs applicable to the work, such as printing of drawings, photostating, multilithing, printing, and similar costs.
2. Identifiable communication expenses, such as long distance telephone, telegraph, cable, express charges, and postage other than for general correspondence.
3. Automobile expenses at \$0.03 per mile.
4. Computer costs at \$10.00 per hour.
5. Living and traveling expenses of employees when away from home office on business connected with work.