



## PROFESSIONAL SERVICES AGREEMENT

### City Fleet EV Charging Station (GGC2300100)

The City of Kirkland, Washington, a municipal corporation ("City") and ELCON ASSOCIATES, INC., whose address is 16300 Christensen Rd, Suite 330, Seattle, Washington 98188 ("Consultant"), in consideration of the mutual benefits and conditions set forth below, agree and contract as follows.

#### I. SERVICES BY CONSULTANT

- A. The Consultant agrees to perform the services described in Attachment A to this Agreement.
- B. All services and duties shall be conducted and performed diligently, completely, and in accordance with professional standards of conduct and performance.

#### II. COMPENSATION

- A. The total compensation to be paid to Consultant for these services shall not exceed \$243,196.90 as detailed in Attachment B.
- B. Payment to Consultant by the City in accordance with the payment ceiling specified above shall be the total compensation for all services performed under this Agreement and supporting documents hereto as well as all subcontractors' fees and expenses, supervision, labor, supplies, materials, equipment or the use thereof, reimbursable expenses, and other necessary incidentals.
- C. The Consultant shall be paid on the basis of invoices submitted. Invoicing will be on the basis of percentage complete or on the basis of time, whichever is applicable in accordance with the terms of this Agreement.
- D. The City shall have the right to withhold payment to Consultant for any services not completed in a satisfactory manner until such time as Consultant modifies such services to the reasonable satisfaction of the City.
- E. Unless otherwise specified in this Agreement, any payment shall be considered timely if a warrant is mailed or is available within 30 days of the date of actual receipt by the City of an invoice conforming in all respects to the terms of this Agreement.

#### III. GENERAL ADMINISTRATION AND MANAGEMENT

The Project Manager for the City of Kirkland shall review and approve the Consultant's invoices to the City under this Agreement, shall have primary responsibility for overseeing and approving services to be performed by the Consultant, and shall coordinate all communications with the Consultant from the City.

#### IV. COMPLETION DATE

The estimated completion date for the Consultant's performance of the services specified in Section I is August 31, 2025. For purposes of paying final invoices and finalizing services, this contract expires December 31, 2026.

Consultant will diligently proceed with the services contracted for, but Consultant shall not be held responsible for delays occasioned by factors beyond its control which could not reasonably have been foreseen at the time of the execution of this Agreement. If such a delay arises, Consultant shall forthwith notify the City.

## **V. OWNERSHIP OF WORK PRODUCT**

- A. Ownership of the originals of any reports, data, studies, surveys, charts, maps, drawings, specifications, figures, photographs, memoranda, and any other documents which are developed, compiled or produced as a result of this Agreement, whether or not completed, shall be vested in the City. Any reuse of these materials by the City for projects or purposes other than those which fall within the scope of this Agreement or the project to which it relates, without written concurrence by the Consultant will be at the sole risk of the City.
- B. The City acknowledges the Consultant's plans and specifications as instruments of professional service. Nevertheless, the plans and specifications prepared under this Agreement shall become the property of the City upon completion of the services. The City agrees to hold harmless and indemnify consultant against all claims made against Consultant for damage or injury, including defense costs, arising out of any reuse of such plans and specifications by any third party without the written authorization of the Consultant.
- C. Methodology, materials, software, logic, and systems developed under this Agreement are the property of the Consultant and the City and may be used as either the Consultant or the City sees fit, including the right to revise or publish the same without limitation.
- D. The Consultant, at such times and in such forms as the City may require, shall furnish to the City such statements, records, reports, data, and information as the City may request pertaining to matters covered by this Agreement. All of the reports, information, data, and other related materials prepared or assembled by the Consultant under this Agreement and any information relating to personal, medical, and financial data will be treated as confidential only as allowed by Washington State laws regarding disclosure of public information, including chapter 42.56 RCW.

The Consultant will, at any time during normal business hours and as often as the City may deem necessary, make available for examination all of its records and data with respect to all matters covered, directly or indirectly, by this Agreement and shall permit the City or its designated authorized representative to audit and inspect other data relating to all matters covered by this Agreement. The City shall receive a copy of all audit reports made by the agency or firm as to the Consultant's activities. The City may, at its discretion, conduct an audit, at its expense, using its own or outside auditors, of the Consultant's activities which relate, directly or indirectly, to the Agreement.

Consultant will provide all original operation and maintenance manuals, along with all warranties, from the manufacturer for any equipment or items installed or supplied to the City as part of this contracted project.

The Consultant shall maintain accounts and records, including personnel, property, financial, and programmatic records, which sufficiently and properly reflect all direct and indirect costs of any nature expended and services performed pursuant to this Agreement. The Consultant shall also maintain such other records as may be deemed necessary by the City to ensure proper

accounting of all funds contributed by the City to the performance of this Agreement.

The foregoing records shall be maintained for a period of six years after termination of this Agreement unless permission to destroy them is granted by the Office of the Archivist in accordance with chapter 40.14 RCW and by the City.

## **VI. TERMINATION OF AGREEMENT**

The City or the Consultant may terminate or suspend this Agreement at any time, with or without cause, by giving ten (10) days' notice to the other in writing. In the event of termination, all finished or unfinished reports, or other material prepared by the Consultant pursuant to this Agreement, shall be provided to the City. In the event the City terminates prior to completion without cause, consultant may complete such analyses and records as may be necessary to place its files in order. Consultant shall be entitled to receive just and equitable compensation for any reasonably satisfactory services completed on the project prior to the date of termination, not to exceed the payment ceiling set forth above.

## **VII. SUCCESSORS AND ASSIGNS**

The Consultant shall not assign, transfer, convey, pledge, or otherwise dispose of this Agreement or any part of this Agreement without prior written consent of the City.

## **VIII. NONDISCRIMINATION**

Consultant shall, in employment made possible or resulting from this Agreement, ensure that there shall be no unlawful discrimination against any employee or applicant for employment in violation of RCW 49.60.180, as currently written or hereafter amended, or other applicable law prohibiting discrimination, unless based upon a bona fide occupational qualification as provided in RCW 49.60.180 or as otherwise permitted by other applicable law. Further, no person shall be denied or subjected to discrimination in receipt of the benefit of any services or activities made possible by or resulting from this Agreement in violation of RCW 49.60.215 or other applicable law prohibiting discrimination.

## **IX. HOLD HARMLESS/INDEMNIFICATION**

To the greatest extent allowed by law the Consultant shall defend, indemnify, and hold the City and its officers, officials, employees, and volunteers (together "Indemnified Parties") harmless from any and all claims, injuries, damages, losses or suits (including reasonable attorney fees and costs), arising out of or in connection with negligent, tortious, or wrongful acts, errors, or omissions, willful or intentional fraud or misconduct, or breach of its obligations in the performance of this Agreement, except for injuries and damages caused by the sole negligence of the Indemnified Parties.

Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the Indemnified Parties, the Consultant's liability hereunder shall be only to the extent of the Consultant's negligence.

It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Title 51 RCW, Washington's industrial insurance law, solely for the purpose of this indemnification. This waiver has been mutually negotiated by the parties.

The provisions of this section shall survive the expiration or termination of this Agreement.

## **X. LIABILITY INSURANCE COVERAGE**

The Consultant shall procure, and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property that may arise from or in connection with the performance of the work hereunder by the Consultant and/or its agents, representatives, or employees. A failure to obtain and maintain such insurance or to file required certificates and endorsements shall be a material breach of this Agreement.

Consultant's maintenance of insurance as required by this Agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance or to otherwise limit the City's recourse to any remedy available at law or in equity.

### **A. Minimum Scope of Insurance**

Consultant shall obtain insurance of the types described below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be as least as broad as Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
2. Commercial General Liability insurance shall be as least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop-gap independent contractors and personal injury and advertising injury. The City shall be named as an additional insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City using an additional insured endorsement at least as broad as ISO CG 20 26.
3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington
4. Professional Liability insurance appropriate to the Consultant's profession.

### **B. Minimum Amounts of Insurance**

Consultant shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.

3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

**C. Other Insurance Provisions**

The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability and Commercial General Liability insurance:

1. The Consultant's insurance coverage shall be primary insurance as respects the City. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.
2. The Consultant shall provide the City and all Additional Insureds for the services with written notice of any policy cancellation, within two business days of their receipt of such notice.

**D. Acceptability of Insurers**

Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

**E. Verification of Coverage**

Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the services.

**F. Failure to Maintain Insurance**

Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of agreement, upon which the City may, after giving five business days' notice to the Consultant to correct the breach, immediately terminate the agreement or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

**G. City Full Availability of Consultant Limits**

If the Consultant maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Consultant, irrespective of whether such limits maintained by the Consultant are greater than those required by this agreement or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Consultant.

**XI. COMPLIANCE WITH LAWS/BUSINESS LICENSE**

The Consultant shall comply with all applicable State, Federal, and City laws, ordinances, regulations, and codes. Consultant must obtain a City of Kirkland business license or otherwise comply with chapter 7.02 of the Kirkland Municipal Code.

**XII. FUTURE SUPPORT**

The City makes no commitment and assumes no obligations for the support of Consultant activities except as set forth in this Agreement.

**XIII. INDEPENDENT CONTRACTOR**

Consultant is and shall be at all times during the term of this Agreement an independent contractor and not an employee of the City. Consultant agrees that he or she is solely responsible for the payment of taxes applicable to the services performed under this Agreement and agrees to comply with all federal, state, and local laws regarding the reporting of taxes, maintenance of insurance and records, and all other requirements and obligations imposed on him or her as a result of his or her status as an independent contractor. Consultant is responsible for providing the office space and clerical support necessary for the performance of services under this Agreement. The City shall not be responsible for withholding or otherwise deducting federal income tax or social security or for contributing to the state industrial insurance of unemployment compensation programs or otherwise assuming the duties of an employer with respect to the Consultant or any employee of Consultant.

**XIV. EXTENT OF AGREEMENT/MODIFICATION**

This Agreement, together with all attachments and addenda, represents the final and completely integrated Agreement between the parties regarding its subject matter and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended only by written instrument properly signed by both parties.

**XV. ADDITIONAL WORK**

The City may desire to have the Consultant perform work or render services in connection with the project other than provided for by the express intent of this Agreement. Any such work or services shall be considered as additional work, supplemental to this Agreement. This Agreement may be amended only by written instrument properly signed by both parties.

**XVI. NON-ENDORSEMENT**

As a result of the selection of a consultant to supply services to the City, the Consultant agrees to make no reference to the City in any literature, promotional material, brochures, sales presentation, or the like without the express written consent of the City. However, notwithstanding the foregoing, nothing herein shall limit the Consultant's right to include information in statements of qualifications and proposals to others accurately describing the Consultant's participation in this project for the City.

**XVII. NON-COLLUSION**

By signature below, the Consultant acknowledges that the person, firm, association, co-partnership or corporation herein named, has not either directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in the preparation or submission of a proposal to the City for consideration in the award of a contract on the specifications contained in this Agreement.

**XVIII. WAIVER**

Waiver by the City of any breach of any term or condition of this Agreement shall not be construed as a waiver of any other breach.

**XIX. ASSIGNMENT AND SUBCONTRACT**

The Consultant shall not assign or subcontract any portion of the services contemplated by this Agreement without the prior written consent of the City.

**XXI. SEVERABILITY**

Any provision or part of the Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken. Unless such stricken provision goes to the essence of the consideration bargained for by a party, all remaining provisions shall continue to be valid and binding upon the parties, and the parties agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision

**XXII. GOVERNING LAW AND VENUE**

This Agreement shall be interpreted in accordance with the laws of the State of Washington. The Superior Court of King County, Washington, shall have exclusive jurisdiction and venue over any legal action arising under this Agreement.

**XXIII. DISPUTE RESOLUTION**

All claims, counterclaims, disputes, and other matters in question between City and Consultant arising out of or relating to this Agreement shall be referred to the City Manager or a designee for determination, together with all pertinent facts, documents, data, contentions, and other information. The City Manager or designee shall consult with Consultant's representative and make a determination within thirty (30) calendar days of such referral. No civil action on any claim, counterclaim, or dispute may be commenced until thirty (30) days following such determination.

**XXIV. DEBARMENT**

Recipient certifies that it is not suspended, debarred, proposed for debarment, declared ineligible or otherwise excluded from contracting with the federal government, or from receiving contracts paid for with federal funds.

**XXV. EFFECTIVE DATE**

This Agreement shall be deemed effective on the last date signed below.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the dates written below:

CONSULTANT:

Signature: *Dimitrios K. Siaterlis*  
Dimitrios K. Siaterlis (Jul 29, 2024 11:20 PDT)

Printed Name: Dimitrios K. Siaterlis, PE

Title: Principal Electrical Engineer

Date: Jul 29, 2024

CITY OF KIRKLAND:

Signature: *Julie Underwood*  
Julie Underwood (Jul 31, 2024 09:29 PDT)

Printed Name: Julie Underwood

Title: Deputy City Manager of Operations

Date: Jul 31, 2024



June 27, 2024

**Mr. Pauley Maneevong, EIT**  
**Capital Projects Coordinator**  
City of Kirkland | Public Works – CIP  
123 Fifth Avenue, Kirkland, WA 98033

**Subject:** Electrical Engineering Services Proposal – City of Kirkland 4 EV Charging Sites

**Reference:** May 2, 2024, Site Visit at the City of Kirkland 4 EV Charging Sites  
June 27, 2024, Pauley’s Email on PACE’s Revised Scope/Fee Proposal

Dear **Mr. Maneevong**,

On May 2, 2024, we performed a site visit at all four (4) sites of the City of Kirkland at the following locations:

1. Parks Maintenance Center – 12006 120th Pl NE, Kirkland, WA 98034
2. Public Works Maintenance Center – 915 8th St, Kirkland, WA 98033
3. Kirkland Justice Center – 11750 NE 118th St, Kirkland, WA 98034
4. City Hall Annex Building – 310 1st St, Kirkland, WA 98033

Based on this site visit and coordination with PACE Engineers, we have developed the following Scope of Work and attached Fee Proposal for Electrical, Civil, and Survey Engineering Services. This project includes Electrical, Civil, and Survey design, to provide electrical infrastructure to connect Level 2 chargers at all four (4) sites as described above and as described on the City of Kirkland RFQ GGC2300000 Electric Vehicle Charging Stations. Our design will provide drawings (Civil, Survey, and Electrical) as required, and construction cost estimate at 60% Design, and Final Design levels. Project specifications will be per 2024 WSDOT Standard Specifications for Road, Bridge, and Municipal Construction. The design team will provide “Special Provisions” for any piece of equipment not included in the WSDOT Standard Specifications mentioned above.

Anticipated electrical tasks during 60% and Final design levels are outlined below:

**Scope of Work:**

*60% Design:*

1. Project planning and administration
2. Review of existing electrical documents (4 sites)
3. Coordination with PSE

4. Perform site inspection/as built verify (4 sites)
5. Prepare drawings at 60% design level
  - a. Legend and general notes
  - b. One-line diagrams for each site (4)
  - c. Power plans for each site (4)
6. Attend Teams coordination meeting
7. Prepare opinion of probable electrical costs
8. Perform QC Review
9. Coordination with PACE Engineers

*Final Design:*

1. Project planning and administration
2. Incorporate 60% review comments from City
3. Final coordination with PSE
4. Finalize drawings
  - a. Legend and general notes
  - b. One-line diagrams for each site (4)
  - c. Power plans for each site (4)
  - d. Calculations and details
5. Attend Teams coordination meeting
6. Finalize Special Provisions
7. Perform QC Review
8. Coordination with PACE Engineers

*Bid Support:*

1. Answer bidders' questions
2. Prepare addenda as required

**Assumptions:**

1. All design work will be completed in accordance with a mutually agreed upon schedule.
2. The work will be under the direction of the City of Kirkland personnel.
3. A probable opinion of electrical costs will be prepared using 2024 RS Mean's Electrical Cost Data and quotes from electrical equipment representatives/distributors.
4. All deliverables listed above will be provided electronically in PDF format.
5. Any changes to the scope or fee of this agreement shall be documented in writing (email will suffice) before additional work is performed.
6. Record drawings will be provided by the City of Kirkland.
7. Geotech support is not required for the EV Chargers. If Geotech support is required in the future, a new scope/fee will be provided to the City for review and approval.
8. Construction support is not included in this fee proposal.

We appreciate the opportunity to submit the scope and fee proposal for this project. Please call me at 206-267-3043 if you have any questions or comments.

Sincerely,  
ELCON ASSOCIATES, INC.

**Dimitri Siaterlis, PE**  
Principal Electrical Engineer

# Attachment B

Estimate for Engineering Services		<b>ELCON ASSOCIATES, INC.</b>				
<b>Project: City of Kirkland EV Chargers</b>		ENGINEERS - CONSULTANTS				
Client No: RFQ GGC2300000 Electric Vehicle Charging Stations						
Elcon No: S24017						
Phase: Design						
Revision: 06/27/2024		Budgeted Labor By Category in Manhours				
ENGINEERING SERVICES	Project Manager	Senior Engineer	Sr. Designer	CADD	Clerical	Total
Electrical design services (Elcon Associates)						\$97,135.00
Civil and survey design services (PACE Engineers)						\$127,329.00
Subconsultants' management (10%)						\$12,732.90
30-day power monitoring at 3 sites (@\$2.0k per site)						\$6,000.00
<b>TOTAL ESTIMATED FEE</b>						<b>\$243,196.90</b>

Estimate for Electrical Engineering Services

**ELCON ASSOCIATES, INC.**

ENGINEERS - CONSULTANTS

**Project: City of Kirkland EV Chargers**

**Client No: RFQ GGC2300000 Electric Vehicle Charging Stations**

**Elcon No: S24017**

**Phase: Design**

**Revision: 06/27/2024**

**Budgeted Labor By Category in Manhours**

ENGINEERING SERVICES	Project Manager	Jr Project Manager	Jr. Engineer	CADD	Clerical	Total
<b>60% Design:</b>						
1. Project planning and administration	40				8	48
2. Review of existing electrical documents (4 sites)		12				12
3. Coordination with PSE		8				8
4. Perform site inspection/as-built verify (4 sites)		8				8
5. Prepare drawings at 60% design level						
a. Legend and general notes		2		2		4
b. One-line diagrams for each site (4)		24	8	24		56
c. Power plans for each site (4)		24	12	24		60
6. Attend Teams coordination meeting	2	2				4
7. Prepare opinion of probable electrical costs		12	24			36
8. Perform QC Review	12					12
<b>Final Design:</b>						
1. Project planning and administration	40				8	48
2. Incorporate 60% review comments from City		8		8		16
3. Final coordination with PSE		8				8
4. Finalize drawings						
a. Legend and general notes		1		1		2
b. One-line diagrams for each site (4)		24	12	24		60
c. Power plans for each site (4)		24	12	24		60
d. Calculations and details		36	18	36		90
5. Attend Teams coordination meeting	2	2				4
6. Finalize Special Provisions		16			8	24
7. Perform QC Review	8					8
8. Submit final design		8		8		16
<b>Bid Support:</b>						
1. Answer bidders' questions	4	8				12
2. Prepare addenda as required	4	8	4	8		24
<b>Total Labor Hours:</b>	112	235	90	159	24	620
<b>Labor Rate: Standard Rate</b>	\$235.00	\$165.00	\$150.00	\$100.00	\$110.00	<del>          </del>
<b>Total Labor Cost:</b>	\$26,320	\$38,775	\$13,500	\$15,900	\$2,640	\$97,135.00
<b>EXPENSES</b>						
	<i>Travel</i>	<i>trips of</i>		<i>miles @</i>	\$0.67	
	<i>Parking</i>					
<b>Total Expenses</b>						
<b>TOTAL ESTIMATED FEE</b>						<b>\$97,135</b>

## SCOPE OF WORK

### CITY OF KIRKLAND ELECTRIC VEHICLE CHARGING STATIONS

#### SCOPE OF WORK

##### **Task 1: Project Management**

This task will include coordination with the Client and other consultants, managing the PACE project and schedule, quality assurance and quality control (QA/QC), and providing project status reports during the project milestones. For the purposes of estimating the budget for this task, PACE is anticipating six (6) hours for coordination with other consultants per month, and twenty-four (24) hours for QA/QC of plans, specs, and estimates for a project duration of eight (8) months.

##### **Task 2: Project Meetings**

PACE will attend virtual project coordination meetings with the project team and City, as requested by the Client or as required. Preparation, attendance time for meetings, and emails is included. Meetings will be billed on a time-and-expense, not to exceed, basis and tracked separately from other tasks. We have allocated twenty-four (24) total hours for this task.

##### **Task 3: Develop Conceptual Design Alternatives**

The intent of this task is to evaluate the four project location sites (Kirkland Justice Center, Parks Maintenance Center, and Public Works Maintenance Center) and provide recommendations for location of EV stalls, required improvements, and preliminary construction cost estimate.

To develop preliminary site plans, the design team will gather relevant project information such as Record Drawings, GIS data for topography, property lines, and existing utilities, in addition to perform site walks.

A full topographic and boundary survey will be performed once final site locations have been identified.

##### **Assumption**

- City will share GIS files and relevant Record drawings. Concept designs and GIS basemaps will be prepared by others.

##### **Deliverables**

- Engineering graphics presenting preliminary site layouts for four (4) locations
- Preliminary Construction Cost Estimates

#### **Task 4: Survey**

Survey control will be established from City of Kirkland or King County published control points.

##### Topographic Survey

- Four (4) preferred sites identified during Conceptual Design
- Hardscapes such as walks, driveways, etc.
- Surface indications of utilities, such as vaults, pedestals, etc.
- Utility lines that can be visually observed, located by RF locating equipment, or identified on readily available record drawings received through the district.
- Sewer and storm structures will be measured for invert elevations, size of pipe, and size of structure.
- Any tree 8-inch diameter as measured four feet above the ground.
- Contours will be generated at a one-foot interval.

##### Boundary Survey

Adjoining property lines will be shown based on King County GIS data.

##### Deliverables

- Draft and Final Topographic Survey (AutoCAD format)
- Existing Conditions and Survey Control Plans

##### Assumptions

- City will facilitate right of entry
- King County GIS parcel lines and right of way lines will be sufficient
- Surrounding areas specific to the survey need to be relatively clear of debris

#### **Task 5: 50% Plans, Specifications, and Estimate**

The intent of this task is to develop 50% plans, specifications and estimate. A maximum of 4 plan sheets will be produced for each of the four sites. Most plan sheets will be scaled at 1"=20' for full size drawings (22"x34") and 1"=40' for half size drawings (11"x17") The anticipated plans are as follows:

- Existing Conditions and Horizontal Control
- Site Prep/Erosion Control

- Site Improvement and Grading Plan
- Site Improvement Details

PACE will prepare a 50% opinion of construction costs in PACE standard cost estimating format.

PACE will prepare 50% Specifications in WSDOT/APWA format for Divisions 2 through 9. Assembly of complete specification manual and preparation of Division 1 and City specific GSP's will be prepared by others.

### Deliverables

- 50% Plans, Specifications, and Estimate

### Assumptions

- Drainage Report is not required.
- City will provide written comments including redline plan comments at completion of 50% review.
- SEPA Checklist is not required

### **Task 6: Final Plans, Specifications, and Estimate**

The intent of this task is to develop Final plans, specifications and estimate. A maximum of 4 plan sheets will be produced for each of the four sites. Most plan sheets will be scaled at 1"=20' for full size drawings (22"x34") and 1"=40' for half size drawings (11"x17") The anticipated plans are as follows:

- Existing Conditions and Horizontal Control
- Site Prep/Erosion Control
- Site Improvement and Grading Plan
- Site Improvement Details

PACE will address City 50% review comments and provide a written response.

PACE will prepare a Final opinion of construction costs in PACE standard cost estimating format.



## Attachment A

June 17, 2024  
P24172  
City of Kirkland  
Electric Vehicle Charging Stations  
Scope of Work  
Page 4 of 4

PACE will prepare Final Specifications in WSDOT/APWA format for Divisions 2 through 9. Assembly of complete specification manual and preparation of Division 1 and City specific GSP's will be prepared by others.

### Deliverables

- Final Plans, Specifications, and Estimate

### Assumptions

- Drainage Report is not required.

**END OF SCOPE OF WORK**



