

EXHIBIT A

April 28, 2021

City of Yakima
200 South Third Street
Yakima, Washington 98901

Attn: Mr. Bill Preston, City Engineer

**Re: Request for Scope and Budget Revision (Change Order No. 4) – Roadway Project Interim Action
Construction Oversight for Roadway Waste Removal – Schedule Extension
Closed City of Yakima Landfill Site
Yakima, Washington**

Dear Mr. Preston:

Landau Associates, Inc. (LAI) is pleased to submit this request to the City of Yakima (City) to extend and modify the current scope of services and associated budget under LAI's existing Contract No. 2016-109 with the City. The existing contract covers construction support and oversight for interim action municipal solid waste (MSW) and wood debris removal activities for the Bravo Company Boulevard and East-West Corridor roadway project (roadway project). The requested modification would be to extend the period of performance (and associated budget) to match Halme Construction's (Contractor) extended schedule and add additional services and budget related to geotechnical oversight of construction of the low-permeability landfill gas barrier wall around the roadway project limits.

LAI will also continue to provide technical support and advisory services to the City related to environmental issues that may arise during construction and interim action implementation, and associated communications and planning with the Washington State Department of Ecology (Ecology).

Scope of Services

LAI's current approved budget assumed construction oversight support services would be needed on a weekly basis through the end of April 2021. The Contractor's schedule has been extended through approximately the end of May 2021. Therefore, in addition to the existing authorized scope of services and budget, LAI requests modification and extension of the budget related to construction oversight and support activities through the end of this construction period for the following tasks:

- Project Management and Meetings
- Landfill Excavation Oversight (Environmental)
- Low-Permeability Landfill Gas Barrier Wall Construction (Geotechnical).

These tasks are described in the following sections.

Task 1—Project Management and Meetings

Additional budget is requested to provide typical project management activities such as task revision setup; invoicing; internal coordination; and coordination with the City, Yakima County (County), the Contractor, and Ecology. This task will include up to 5 weekly construction status meetings via web-meeting (1 hour each) and additional budget for direct consultation calls/meetings with the City.

Task 2—Landfill Excavation Oversight (Environmental)

LAI will continue to provide environmentally related construction oversight services through completion of the excavation of MSW and wood debris. The scope of work will be substantively similar to LAI's current approved scope of work, which includes:

- Evaluating whether the Contractor is properly performing excavation, hauling, and disposal of wood debris and MSW such that known solid waste or previously unidentified dangerous waste or other dangerous materials/special wastes that may be encountered during construction (including potentially impacted groundwater) are properly identified, characterized, managed, and disposed of in accordance with applicable, relevant, and appropriate requirements, including local, state, and federal health and safety, disposal, and cleanup laws and regulations.

Assumptions

- LAI will travel to the site and be onsite for up to 1 day per week (approximately 10 hours/day plus travel) for up to 3 additional weeks to be available through the duration of MSW and wood debris excavation activities (through the week of May 17) to provide ongoing assistance with the activities indicated above. Daily costs include travel, lodging (overnight stay), meals, and equipment/vehicle costs.
- For the purposes of this proposal, LAI will also budget for up to 2 additional days onsite to respond to the potential discovery of unexpected dangerous or special waste and provide characterization/delineation of the material and direction to the Contractor for management thereof.
- The budget for this task is based on the proposed time onsite indicated above and a budget of up to \$2,000 for laboratory analytical services. The laboratory budget is not based on any specific number of samples or analytes (which will be determined based on LAI's professional judgement); it is only an allowance for LAI to be responsive to the needs of the project, which may need to be adjusted if the allowance is exceeded.

Task 3—Low-Permeability Landfill Gas Barrier Wall Construction (Geotechnical)

LAI will continue to provide geotechnical construction oversight services related to completion of construction of the low-permeability landfill gas barrier wall. The scope of work will be substantively similar to LAI's current approved scope of work, which includes:

- Evaluating whether the Contractor is properly performing placement and compaction of low-permeability soil along the edge of the roadway alignment in such a manner that meets the construction specifications for the low-permeability landfill gas barrier wall.

Assumptions

- LAI will travel to the site and be onsite for up to 1 day per week for up to 5 additional weeks to be available through the duration of low-permeability landfill gas barrier wall construction activities (through the week of May 31) to provide ongoing assistance with the activities indicated above. Daily costs include travel, lodging (overnight stay), meals, and equipment/vehicle costs.
- For the purposes of this proposal, LAI will also budget for up to 2 additional days onsite to respond to unexpected conditions or situations that may require specialized attention or decision-making.

Terms & Conditions, Schedule, and Estimated Budget

The scope of work for the additional services described above will be performed in accordance with the existing Contract No. 2016-109 between LAI and the City.

Actual schedule and duration of oversight of the activities described herein will be dependent on the Contractor's schedule. If the schedule is longer than estimated in this proposal or the City requests additional oversight tasks and time onsite, LAI will provide an estimate of the additional time and costs necessary to complete these activities for authorization.

The estimated cost for the additional services outlined above was developed on a cost-plus-fixed-fee basis consistent with the Local Agency Guidelines (LAG) Manual prepared by the Washington State Department of Transportation (WSDOT) using LAI's most recent audited overhead rate. These rates were provided in Exhibit C (Schedule of Rates) to Supplemental Agreement Number 3 between LAI and the City, dated November 17, 2020. The estimated costs are summarized below by task and detailed in the attached Exhibit B.

Task	Estimated Budget
Task 1 – Project Management and Meetings	\$3,100
Task 2 – Landfill Excavation Oversight (Environmental)	\$15,400
Task 3 – Low Permeability Landfill Gas Barrier Wall Construction (Geotechnical)	\$17,500
Estimated Total Cost	\$36,000

*Approval of this additional estimated budget will increase the **total authorized contract value** from \$499,000 to **\$535,000**.*

As noted above, these services will be provided on a cost-plus-fixed-fee basis based on the attached contract compensation schedule. Estimated labor costs have been developed based on direct labor costs established as the "Not-To-Exceed" labor rate for each LAI billing category calculated using LAI's contract rates. However, labor charges will be accrued based on the actual direct labor rate for the LAI staff member(s) working on the various aspects of the project.

If the scope of work related to the roadway project is increased or requires a higher level of effort than assumed above, or unforeseen conditions or circumstances are encountered during performance of these services, LAI will bring these to your attention and seek modification to this scope of services and budget, as appropriate.

Authorization

Approval for the additional services described above can be authorized by signing the attached authorization form, or by the City's preferred method. An email authorization to proceed is acceptable.

Project Staff

LAI staff for this project will include Piper Roelen, PE, Principal Engineer, who will be the Project Manager responsible for day-to-day management of the project. Piper will be supported by other engineers and field staff familiar with the site and/or with the appropriate experience to execute the proposed scope of services.

Thank you for giving LAI the opportunity to provide this request for modifying the contracted scope of services. We look forward to working with the City team on this project. Please contact me at (425) 329-0319 or PRoelen@landauinc.com if you have any questions regarding this proposal.

LANDAU ASSOCIATES, INC.



Piper Roelen, PE
Principal

PMR/JAF/ljl

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Attachments: Exhibit B – Professional Fees

AUTHORIZATION

The scope of services and contractual conditions as described in this proposal and its attachments are accepted and Landau Associates, Inc. is authorized to proceed.

By

Signature*

Printed

For

Firm*

Date

*Name of person with contractual authority and firm responsible for payment of Landau Associates, Inc. billing.

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EXHIBIT B
Professional Fees

Project: City of Yakima - Landfill Roadway Construction Interim Action Plans and Specifications

Subconsultant: Landau Associates

Direct Salary Cost (DSC):

<u>Classification (b)</u>	<u>Hours</u>	<u>=</u>	<u>Typical Rate (a)</u>	<u>=</u>	<u>Cost</u>
Principal*	14	X	\$72.79		\$1,019.04
Senior Associate	0	X	\$60.10		\$0.00
Associate	0	X	\$54.86		\$0.00
Senior	0	X	\$43.27		\$0.00
Senior Project	0	X	\$43.27		\$0.00
Project	85	X	\$38.61		\$3,281.85
Senior CAD/GIS Technician	0	X	\$40.75		\$0.00
Senior Staff	0	X	\$32.70		\$0.00
Staff/Senior Technician II	112	X	\$36.50		\$4,088.00
Data Specialist	0	X	\$35.10		\$0.00
CAD/GIS Technician	0	X	\$39.00		\$0.00
Project Coordinator	3	X	\$34.92		\$104.76
Assistant/Senior Technician I	0	X	\$25.00		\$0.00
Technician	0	X	\$21.00		\$0.00
Support Staff	0	X	\$26.60		\$0.00
Total Hours =			214	Total Direct Salary =	\$8,493.65

Overhead Cost @ 212.63% of Direct Labor Cost (c) = \$18,060.05

Fixed Fee @ 30% of Direct labor Cost = \$2,548.09

Total Direct Labor = \$29,101.79

Subconsultants (u)

Laboratory Analytical	\$2,000.00
Other Subconsultant	\$0.00
Subcontractor Markup (0%)	\$0.00

Total Subcontractor/Subconsultant Cost = \$2,000.00

Reimbursables (u)

Travel Expenses (est. #miles @ \$0.575/mile IRS)	4240	X	\$0.575	\$2,438.00
Per Diem (WSDOT Rates - Yakima)	12	X	\$96.00	\$1,152.00
Other Non-Labor Expenses (equipment and supplies)				\$1,310.00
Total Reimbursables =				\$4,900.00

Subconsultant Total = \$36,001.79

Prepared By: Piper Roelen

Date: 4/27/2021

(a) Rates shown reflect the typical compensation rate of employees assigned to the billing category listed.

Each category may have multiple employees assigned to that billing category and each employee may have a different hourly rate of pay. Employee compensation is subject to adjustment annually.

(b) Classifications shown are general, the actual invoice will show our employee's specific discipline for e.g., Senior Engineer, Senior Geologist, Senior Planner.

(c) Per WSDOT analytical review of Landau Associates' financial statements for the year ended 6/30/19.

(d) Per terms of Contract No. 2016-109, subcontractor and reimbursable expenses include a markup not to exceed 10%. IRS allowable mileage charges apply.

* Excludes CEO