



PROFESSIONAL SERVICES AGREEMENT
PKC20800 – Synthetic Turf Infield at Crestwoods Park Field 4
PKC20700 – Synthetic Turf Infield at 132nd Sq. Park Field 1

The City of Kirkland, Washington, a municipal corporation ("City") and Kimley-Horn and Associates Inc., whose address is P.O. Box 848376, Los Angeles CA 90084-8376 ("Consultant"), in consideration of the mutual benefits and conditions set forth below, the parties agree and contract as follows.

I. SERVICES BY CONSULTANT

- A. The Consultant agrees to perform the services described in Attachment A to this Agreement ("Services"), which attachment is incorporated herein by reference.

Unless specifically noted in this Agreement, the terms of this Professional Services Agreement supersede any conflicting provisions contained within any attachments.

- B. The Services shall be performed in accordance with the ordinary and reasonable care, skill, and diligence that a competent professional in the same field would exercise under similar circumstances. If the Consultant's Statement of Work includes providing bid documents for a public works project, the Consultant shall provide its methodology and calculations for all estimated quantities of bid items per plan sheet, or as otherwise directed by the City.

II. COMPENSATION

- A. The total compensation to be paid to the Consultant for these services shall not exceed \$279,200.00, including all applicable taxes, as detailed in Attachment B.
- B. Payment to the 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 subconsultants' fees and expenses, supervision, labor, supplies, materials, equipment or the use thereof, reimbursable expenses, and other necessary incidentals.
- C. The Consultant shall be paid based on invoices submitted. Invoicing will be on the basis of percentage completed or on the basis of time, whichever is applicable in accordance with the terms of this Agreement.
- D. If the City objects to any portion of an invoice, it will notify the Consultant. In the event of an invoice dispute, the City will timely pay any undisputed portion of the invoice, and the parties will promptly make reasonable efforts to resolve the disputed portion. The City shall have the right to withhold payment to the Consultant for any services not completed in a satisfactory manner until such time as the Consultant modifies such services to the 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 Sr. Capital Projects Coordinator 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 AND/OR DURATION OF AGREEMENT

The estimated completion date for the Consultant's performance of the Services is August 31, 2027. For the purposes of submitting and paying final invoices, this Agreement expires on October 31, 2027.

The Consultant will diligently proceed with the Services, but the 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, the Consultant shall forthwith notify the City.

V. 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, the Consultant may complete such analyses and records as may be necessary to place its files in order. The Consultant shall be entitled to receive just and equitable compensation for any satisfactory services completed on the project prior to the date of termination, not to exceed the payment ceiling set forth above.

VI. 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 the Consultant against all claims made against the 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/or financial data will be treated as confidential only as allowed by Washington State laws regarding disclosure of public information, including Chapter 42.56 RCW.

- E. 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.
- F. The 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 has part of this contracted project.
- G. 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.
- H. The foregoing records shall be maintained for a period of six (6) 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.

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

The 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

- A. To the greatest extent allowed by law, the Consultant shall defend, indemnify, and hold harmless the City and its officers, officials, employees, and volunteers ("Indemnified Parties") from any and all claims, injuries, damages, losses or suits (including reasonable attorney fees and costs) to the extent caused by the negligent performance of this Agreement, except to the extent the injuries or damages were caused by the negligence of the Indemnified Parties.

- B. 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 the Services or 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.
- C. 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.
- D. 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 this Agreement, insurance against claims for injuries to persons or damage to property that may arise from or in connection with the performance of the Services 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.

The 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 and Amounts of Insurance. The Consultant shall obtain and maintain insurance of the types and limits described below:

1. Commercial General Liability insurance shall be as least as broad as Insurance Services Office (ISO) 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.
 - a. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
2. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be as least as broad as 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.
 - a. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
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.

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

B. 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 with a copy of written notice of any policy cancellation from an issuing insurer within ten business days of the Consultant's 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

The 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 this 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 local laws, ordinances, regulations, and codes. The 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 the Consultant's activities except as set forth in this Agreement.

XIII. INDEPENDENT CONTRACTOR

The Consultant is and shall be at all times during the term of this Agreement an independent contractor and not an employee of the City. The Consultant agrees that they are solely responsible for the payment of taxes applicable to the Services 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 them as a result of their status as an independent contractor. The Consultant is responsible for providing the office space and clerical support necessary for performing the Services. 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 the 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. The terms of this Agreement supersede any conflicting provisions contained in any attachments and/or addenda.

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.

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, the City consents to the Consultant including information describing the Consultant's participation in this project in bids, statements of qualifications, or other similar proposals submitted to other municipal, governmental, or similar project sponsor, so long as the information included is factually accurate.

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. DEBARMENT

The Consultant 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.

XX. 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.

XXI. DISPUTE RESOLUTION

All claims, counterclaims, disputes, and other matters in question between the City and the 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 the 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. Nothing herein waives any requirements of Chapter 4.96 RCW, if applicable.

XXII. 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.

XXIII. 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:

CITY OF KIRKLAND:

Signature: *Canaan Reeverts*
Canaan Reeverts (May 21, 2026 14:51:57 PDT)
Printed Name: Canaan Reeverts
Title: Vice President
Date: 05/21/2026

Signature: *Tracey P. Dunlap*
Printed Name: Tracey Dunlap
Title: Deputy City Manager of Operations
Date: 05/27/2026

Exhibit A



May 14, 2026

Maria Mikulak
City of Kirkland
123 5th Avenue
Kirkland, WA 98033

Re: Letter Agreement for Professional Services for Synthetic Turf Field Projects
Job Number 10-26-PW

Dear Ms. Mikulak:

Kimley-Horn and Associates, Inc. ("Kimley-Horn" or "Consultant") submits this Letter Agreement ("Agreement") to the City of Kirkland, Washington, ("Client") for providing the Parks and Community Services Department design for a synthetic turf youth baseball infield at Field #4 at Crestwoods Park and a synthetic turf youth baseball infield at Field #1 at 132nd Square Park, both located in Kirkland, Washington ("Project").

Project Understanding

Kimley-Horn understands the Parks and Community Services Department, intends to develop and construct a youth baseball infield, located at Field #4 at Crestwoods Park and a synthetic turf youth baseball infield at Field #1 at 132nd Square Park. Kimley-Horn will provide professional services for the design and development of these two synthetic turf infield improvements. The project generally includes improvements as further detailed below:

Two (2) Youth Baseball Infields will be designed with the following attributes:

- Synthetic turf infields;
- Outfields to remain as natural grass;
- Dimensions:
 - 60' base paths;
 - 30', 35', 40', and 45' inlaid pitching markers;
 - Outfield distances will vary at the direction of Client; and
- Include infield synthetic turf subdrainage design.

City permitting process to include the following:

- Prepare for and attend Pre-Submittal Conference.
- Prepare application and required documents for Land Surface Modification Permit to include but not limited to:
 - Construction Plan Set
 - SEPA Checklist or Environmental Checklist
 - Drainage Technical Information Report (TIR)
 - Soils Report
 - Tree Retention Plan
 - Critical Areas Permitting
 - Vegetative Buffer Enhancement and/or Mitigation Plan

Assumptions

Kimley-Horn's scope and fee are based on the following assumptions:

Per the *City of Kirkland Addendum to the 2021 King County Surface Water Design Manual (KCSWDM)*, each project will be subject to full drainage review and is required to meet all nine Core Requirements. Per the KCSWDM, synthetic/artificial turf fields are considered pollution generating surface that will require water quality treatment.

- For Crestwoods Park, it is assumed that stormwater detention will be provided underneath the infield area within the gravel base layers for flow control. For water quality treatment, an equivalent compensatory area of the existing roadway along 6th Street will be collected and treated within a stormfilter facility located along the frontage roadway.
- For 132nd Park, it is assumed that a separate water quality stormfilter facility will be provided near the baseball outfield for water quality treatment, and flow control will be provided by the adjacent infiltration facility to the south.

Kimley-Horn also understands that the Client will have any/all existing irrigation lines capped prior to commencement of construction for each playing field. Kimley-Horn may then include plan note(s) indicating that the abandoned irrigation lines may be removed by the playing field installation contractor, and no re-design of irrigation will be required.

It is assumed that the infield turf design will include a hidden curb along the fly arc at the interface between the infield synthetic turf and outfield natural grass.

It is assumed that chainlink fencing and backstops adjacent to infields are to remain, protected in place.

It is assumed that Kimley-Horn' stormwater design will use SDR35 pipe with a minimum diameter of 6".

It is understood that the project will also include minor walkway ADA improvements near the existing dugout bleachers.

Other than the compensatory water quality improvements noted above for Crestwoods Park along 8th Street, it is assumed that no additional roadway widening, parking lot improvements, relocations, or modifications will be required. If additional improvements are required, the effort will be completed as an Additional Service.

It is assumed that no variances will be required for the proposed development. If variances are required, it is assumed that the Client's land use attorney will complete and lead public hearing applications, public noticing and presentations. Kimley-Horn will provide technical assistance as an Additional Service if required.

If any of these assumptions are not correct, then the scope and fee will change.

Scope of Services

Kimley-Horn will provide the services specifically set forth below.

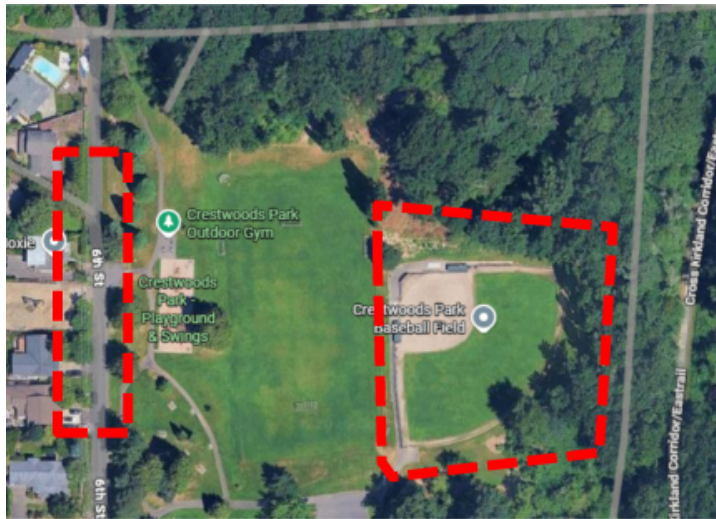
TASK100 – LIMITED TOPOGRAPHIC SURVEY

Kimley-Horn, using field data provided by S&F Land Services (subconsultant), will prepare a Limited Topographic Survey of a portion of the following two King County Parcel Numbers:

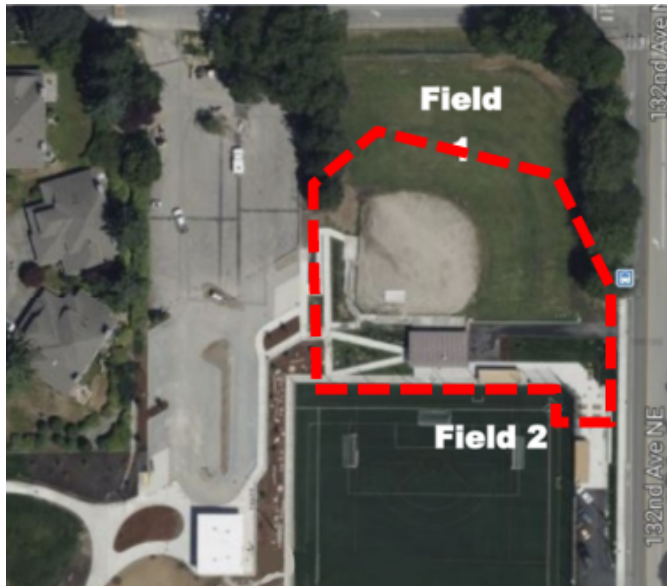
- 3893100010 (Crestwoods Park)
- 2826059073 (132nd Park)

The limits of mapping for each site are highlighted below in red:

- Crestwoods Park:



- 132nd Square Park:



Limited Topographic Survey for each site shall include:

- Horizontal and Vertical datum will be based upon City of Kirkland Datum.
- Graphic depiction of property boundaries based on best available evidence and publicly available information.
- Establishment of two site benchmarks based on reference to the nearest controlling benchmark and datum.
- Obtain ground elevations within the mapping area on an approximate 25' grid plus elevations along obvious topographic breaks sufficient to prepare a map at 1' contour intervals.
- Existing on-site structures and those within 25' of the depicted boundary on adjoining parcels.
- Location of individual trees per City of Kirkland standards at DBH.
- Location of wetland, stream and/or critical area delineation flags, provided by others.
- Location of top of curb, flow line, and edge of pavement elevations; roadways and streets centerline within and directly adjacent to the subject property.
- Location of visible surface evidence of the various utility systems, such as utility poles, manholes, inlets, catch basins, culverts, valves, fire hydrants, and other visible utility surface features.
- Information shown on utility records that are available at the time of the survey shall be incorporated into the survey. The location of each main, pipe, conduit line and other structures will be indicated based upon safely observable evidence.
- The services of a private utility locate service (the cost of which is included in this proposal) to place markings for underground utilities.

The scope and fee provided for this task consists of one surveyor site mobilization to obtain required field data and does not include additional surveyor mobilizations. Revisions to the design survey based on revisions to the Title Commitment, legal review, or additional mobilizations will be considered additional services.

Deliverables:

- Signed Topographic and Utility Survey
- AutoCAD Civil3D files including DTM Surface

TASK111 - SUBCONSULTANT SERVICES

Field Data Survey (S&F Land Services)

S&F Land Services as a subconsultant to Kimley-Horn will provide field data survey information, for Kimley-Horn to prepare the topographical and boundary services described in Task 100. The full scope of work by S&F Land Services, is provided within their proposal dated May 1, 2026, which a copy has been included with this letter agreement.

Geotechnical Engineering and Environmental Permitting Support (GeoEngineers)

GeoEngineers as a subconsultant to Kimley-Horn will provide geotechnical engineering and environmental permitting support for the project. The full scope of work by GeoEngineers, is provided within their proposal dated May 4, 2026, a copy of which has been included with this letter agreement.

TASK 200 - DESIGN SERVICES**Schematic Field Design**

Based upon existing conditions documentation and input received from the Client, Kimley-Horn will prepare Schematic Design Plans for the playing field elements described above. Schematic Design Plans are intended to guide design, planning, and programming of the project and are to be used by the client to develop an approximate construction cost. Kimley-Horn will attend a project design workshop, with the Client and design team to review these plans. Based on input received during this meeting, Kiley-Horn will prepare the Final Schematic Design Plans that will become the basis for future design and construction document efforts. Kimley-horn will provide playing field layouts including general grading, requisite sub-drainage layouts, and general sections for the playing field type.

- Schematic Design Development Documents:
 - Preliminary Layout and Material Plans
 - Preliminary Details and Sections

Design Development (30% Design)

Based upon the approved Schematic Design and timely input received from Client, Kimley-Horn will prepare Design Development plans. The Design Development (30%) plans will show layout and details for preliminary pricing (not for construction). The Design Development plans are intended to guide the design, planning, and programming of the project and are to be used by the client to develop an approximate construction cost. These drawings will consist of field layout, requisite sub-drainage layout, material depths and selections, and basic grading information for pricing in CAD format. These plans will become the basis for further design efforts. Kimley-Horn will prepare one (1) submittal and will incorporate input received on these plans in the Issue for Construction Documents. The following will be provided as part of the Design Development Plans:

- Design Development Plans (30% Design):
 - Project Cover Sheet
 - Layout and Material Plans
 - Grading Plans
 - Details and Sections
- Opinion of Probable Cost
- SEPA/SAR Checklist or Environmental Checklist
- Abbreviated 1-Page Drainage Technical Information Report (TIR) Memorandum Memo will summarize how each of the required Core and Special Requirements will be addressed.
- Soils Report
- Tree Retention Plan
- Critical Areas Permitting
- Vegetative Buffer Enhancement and/or Mitigation Plan
 - To include requirements and Planting Plan
- Geotechnical Permit Deliverables
 - To include geotechnical report
- Environmental Permit Deliverables

- Wetland/Stream Staking
 - To include requirements and Planting Plan

Design Development (90% Construction Documents)

Kimley-Horn will prepare on-site civil / playing field design drawings for the subject property based on the approved site plan in the administrative plan submittal. The plans will be at an appropriate engineering scale to depict the proposed site improvements in sufficient detail necessary for construction.

- Design Development Plans (90% Construction Documents)
 - Project Cover Sheet
 - Layout and Material Plans
 - Grading Plans
 - Details and Sections
- Written Specifications
- Opinion of Probable Cost
- Land Surface Modification Permit documentation
- Complete Drainage Technical Information Report (TIR)
- Tree Retention Plan (if different from 30% submission)
- Geotechnical report (if different from 30% submission)
- Vegetative Buffer Enhancement and/or Mitigation Plans
 - To include critical areas (streams, wetlands, and vegetative buffer requirements per KZC90.130)

Bid-Ready Design Plans (100% Construction Documents)

Following receipt of Owner and City Site Plan Review comments, Kimley-Horn will develop documents for construction, providing final playing field plans, grading plans, sub-drainage plans, and material specifications. Document revisions after the 100% Issue for Construction submittal will be considered additional services. The following will be provided as part of the Construction Documents:

- Bid Documents (100% Construction Documents) – signed and sealed:
 - Project Cover Sheet
 - Layout and Material Plans
 - Grading Plans
 - Details and Sections
- Written Specifications – signed and sealed
- Opinion of Probable Cost

Kimley-Horn will prepare one (1) PDF submittal for Permit to the Authority Having Jurisdiction (AHJ), if required. Permit plans are intended to guide design, planning, and programming of the project and are to be used by the client to develop and approximate construction cost. Kimley-Horn will respond to up to one (1) round of reasonable review comments from the AHJ as a part of this scope.

Deliverables Descriptions for Schematic Design, Design Development, and Construction Document Tasks:

Cover Sheet with General Notes: Kimley-Horn will provide a standard cover sheet with site vicinity map, general layout, and incorporate construction, utility, drainage, and general notes as required by the local agencies having authority.

Existing Conditions: Kimley-Horn will develop an existing condition plan that will show existing surface and subsurface facilities based on the completed survey, including horizontal and vertical control information.

Demolition Plan: Kimley-Horn will prepare a site demolition plan, that will identify the existing features which are to be removed, and those that are to remain. Demolition items will include pavements, trees, curbs, sidewalks and utilities, but will not direct order of demolition.

Site Plan: Kimley-Horn will prepare civil-site plans, based on the layout previously approved by the site plan. Kimley-Horn assumes one (1) overall general layout with development summary table and two (2) enlarged site plans with associated construction notes.

Grading Plan: Kimley-Horn will prepare grading plans that will depict existing and proposed contours, as well as proposed spot grades to aid the contractor in performing on-site earth-moving activities. For this project, Kimley-Horn anticipates one (1) overall grading plan with 1-foot contour intervals, and one (1) enlarged playing field grading plans with 1/10th foot contours and spot elevations. Kimley-Horn will provide enlarged views for ADA parking and intersection details.

Storm Drainage Plan: Kimley-Horn will prepare storm drainage plans that will depict on-site storm sewer layout, sizing, and associated construction notes. Drainage plans will include drainage area map, calculations summary table, and storm sewer profiles. Kimley-Horn assume all storm sewer will be considered private.

Site Disturbance Plan: Kimley-Horn will prepare site disturbance (erosion control) plans that will show proposed measures to impede sediment from being carried to adjacent properties during construction. Site disturbance plans will include cover sheet, two phases of erosion control (before and during), and City standard details.

Erosion Control Plan: Kimley-Horn will prepare an erosion control plan that will show proposed measures (to be installed by the contractor) to impede sediment from being carried to adjacent properties during construction.

Grading and Drainage Plan: Kimley-Horn will prepare a grading and drainage plan that will depict existing and proposed contours, as well as proposed spot grades to aid the contractor in performing on-site earth-moving measures. On-site storm sewer layout, sizing, and specifications will be completed in this task. Kimley-Horn will prepare a plan showing proposed drainage structures and pipes for collecting on-site runoff.

Storm Sewer Plan and Profile: Kimley-Horn will prepare a plan and profile drawing depicting the storm sewer depth, pipe size/material and grade.

Civil Details: Kimley-Horn will prepare details showing the paving (per the geotechnical report), water, sanitary sewer, storm sewer, and erosion control details required for civil site construction or via references to state, county, or city standard details. It is understood that the Client will provide a geotechnical report, including pavement design recommendations.

Project Specifications: Kimley-Horn will provide specifications and material selections on the drawing set.

Playing Field Layout and Materials Plan: Final design, layout, and dimensional control showing playing fields. The refined plans shall follow the most current industry design standards for the city selected sport and synthetic turf.

Playing Field Grading Plan: Showing spot elevations at key grading points and contours at appropriate intervals within the playing field areas. These plans will be developed in coordination with the civil engineer and landscape architect for tie-in and perimeter grades.

Playing Field Sub-Drainage Plan: Plans will show the sub-drainage system layout, perimeter and lateral pipe material, location, size, slope and spacing, as well as drain basin size, inverts and rim elevations. These plans will be developed in coordination with the civil engineer for playing field drainage system tie-in locations/sizes/inverts, tailwater conditions for the on-site drainage system, maximum storm stages, and other associated requirements.

Playing Field Details: It is understood that the Client will provide a geotechnical report, including full design recommendations for the field.

Playing Field Specifications: Kimley-Horn will provide written specifications and material selections specific to each synthetic turf infield to be provided in CSI MasterFormat.

Opinion of Probable Cost: Preparation of engineer's opinion of probable construction costs. Because the Consultant does not control the cost of labor, materials, equipment or services furnished by others, methods of determining prices, or competitive bidding or market conditions, any opinions rendered as to costs, including but not limited to opinions as to the costs of construction and materials, shall be made on the basis of its experience and represent its judgment as an experienced and qualified professional, familiar with the industry. The Consultant cannot and does not guarantee that proposals, bids, or actual costs will not vary from its opinions of cost.

Kimley-Horn has included minor site changes in this task, however, if significant site plan changes occur after administrative site plan approval, this may be considered an Additional Service.

Revisions to the Civil Engineering Documents due to municipal staff review comments, will be handled in the Permit Assistance task.

Preparation of civil engineering related (site demolition, erosion control, earthwork, paving, utilities, etc.) technical specifications, are not included. Civil plan related specifications for construction and materials will be included on the drawings as needed.

All analysis, design, and coordination within this task is for on-site infrastructure only and does not include any analysis, design, and/or approvals for off-site improvements that may be required for this project. For the purpose of this task, it is assumed that all utility and road infrastructure, has sufficient capacity for the project, and is available for connection at or near the property line.

Preparation of civil engineering related (site demolition, erosion control, earthwork, paving, utilities, etc.) technical specifications, are not included. Specifications for construction and materials will be included on the drawings as needed.

Crestwoods Park Drainage Technical Information Report (TIR)

Under this task Kimley-Horn will prepare a Drainage TIR as per the 2021 King County Surface Water Design Manual (KCSWDM) for Full Drainage Review. This report will describe how the project will meet the required Core and Special Requirements, as outlined in Chapter 1.2 of the KCSWDM. The report will be prepared in accordance to Chapter 2.3.1.1 of the KCSWDM, also include the following sections:

- Project Overview
- Conditions and Requirements Summary
- Offsite Analysis
- Flow Control, Low Impact Development (LID) and Water Quality Facility Analysis and Design
- Conveyance System Analysis and Design
- Special Reports and Studies
- Other Permits
- CSWPP Analysis and Design
- Bond Quantities, Facility Summaries and Declaration of Covenant
- Operations and Maintenance Manual

This report will be included with the Land Surface Modification permit submittal to the City.

132nd Square Park Drainage Technical Information Report (TIR)

Under this task Kimley-Horn will prepare a Drainage TIR as per the 2021 King County Surface Water Design Manual (KCSWDM) for Full Drainage Review. This report will describe how the project will meet the required Core Requirements, as outlined in Chapter 1.2 of the KCSWDM. The report will be prepared in accordance to Chapter 2.3.1.1 of the KCSWDM, also include the following sections:

- Project Overview
- Conditions and Requirements Summary
- Offsite Analysis
- Flow Control, Low Impact Development (LID) and Water Quality Facility Analysis and Design
- Conveyance System Analysis and Design
- Special Reports and Studies
- Other Permits
- CSWPP Analysis and Design
- Bond Quantities, Facility Summaries and Declaration of Covenant
- Operations and Maintenance Manual

This report will be included with the Land Surface Modification permit submittal to the City.

TASK 300 - PROJECT MANAGEMENT AND COORDINATION

Under this task Kimley-Horn will coordinate and attend meetings with the Client and Project Team during the design and permitting process. This task is intended to capture effort related to the preparation for, attendance of, and limited follow-up required for these meetings. The budget for this task assumes up to a total of one hundred and sixty two (162) hours of effort. This includes attendance at the following formal meetings:

- Up to one (1) virtual, project kickoff meeting with City project stakeholder group
- Up to one (1) virtual, page-turn review with City project stakeholder group at 30% design
- Up to one (1) virtual, page-turn review with City project stakeholder group at 90% design
- Up to one (1) virtual, page-turn review with City project stakeholder group at 100% (Bid) design
- Up to twelve (12) weekly Design team meetings during design process

The remainder of the hours allotted will be used for informal meetings and coordination with the Client as needed during the design process, and also for internal project coordination with the design team.

Kimley-Horn will not provide effort for the scope of this task beyond the allotted amount unless authorized as an Additional Service by the Client in writing.

Up to one (1) round of addressing joint Client and stakeholder staff review comments is included in the budget stated. If additional revisions are required, Kimley-Horn will consider this an Additional Service.

Limited Permitting Support

Kimley-Horn will provide limited permitting support for the Client, in obtaining approvals from the permitting agencies having jurisdiction over the project. It is assumed that the Client will be the primary lead in submitting and obtaining required permits and required applications. Limited permit assistance by Kimley-Horn will include, providing Client with associated permit documents for submittal, coordinating with City review staff, addressing City comments, and preparing comment responses. This Agreement assumes the Client will pay all required submittal, application, and permit fees.

Revisions to the Project Design Documents prepared in the aforementioned tasks will be based on municipal staff review comments. Kimley-Horn will respond to up to one (1) round of reasonable review comments from the AHJ as a part of this scope, under Task 200.

Services Not Included

Any other services, including but not limited to the following, are not included in this Agreement:

- Kimley-Horn understands that the Client does not wish to pursue electrical or playing field lighting design at this time. Kimley-Horn may provide these design services as an Additional Service if requested by the Client.
- The Client does not require Kimley-Horn's presence at any municipal Pre-Application Meetings.
- The Client does not require any feasibility studies to complete this project.

Additional Services

Any services not specifically provided for in the above scope will be billed as additional services and performed at Kimley-Horn's then-current hourly rates. Additional services Kimley-Horn can provide include, but are not limited to, the following:

- Electrical and Playing Field Lighting Design
- Full ALTA/boundary survey service
- Easement Documents and/or Legal Descriptions
- Rezoning or full entitlement submittal package
- Full-time construction observation
- SWPPP monitoring and/or observation logs
- Downstream (sanitary or storm) sewer capacity study
- Hydraulic modeling, FEMA CLOMR/LOMR, or flood study
- Traffic impact study or parking study
- Dry utility (phone, cable, telephone, electric, telecom, etc.) design
- Sanitary pump station or Water booster pump design
- Off-site or Public Improvements design
- Retaining wall design
- Irrigation design
- Amenity, playground, pool, pool deck, or other enhanced open space design
- Construction phasing, and logistics plans
- Value Engineering (VE)
- Revisions based on previously approved criteria
- Any services not specifically mentioned in the Scope of Services above

ADDITIONAL SERVICES - LIMITED CONSTRUCTION PHASE SERVICES

Kimley-Horn can provide the following limited construction phase professional services as specifically stated below as an Additional Service, if request by the client.

- Pre-Construction Conference.
 - Kimley-Horn will attend a Pre-Construction Conference before the start of construction with the City.
- Site Visits and Construction Observation.
 - Kimley-Horn will provide up to three (3) site visits as requested by the Client to observe the progress of the work. Observations will not be exhaustive or extend to every aspect of the Contractor's work, but will be limited to spot checking, and similar methods of general observation. Based on the site visits, Kimley-Horn will evaluate whether the Contractor's work is generally proceeding in accordance with the Contract Document and keep Client informed of the general progress of the work.
 - Kimley-Horn will not supervise, direct, or control Contractor's work, and will not have authority to stop the work or responsibility for the means, methods, techniques, equipment choice and use, schedules, or procedures of construction selected by Contractor, for safety programs incident to Contractor's work, or for failure of Contractor to comply with laws. Kimley-Horn does not guarantee Contractor's performance and has no responsibility for Contractor's failure to perform in accordance with the Contract Documents.
- Clarifications and Interpretations
 - Kimley-Horn will respond to reasonable and appropriate Contractor Requests for Information (RFIs) and issue necessary clarifications and interpretations of the Contract Documents to Client as appropriate to the orderly completion of Contractor's work. Any orders authorizing variations from the Contract Documents will be made by Client. Kimley-Horn will respond to RFIs within a timely manner on a case-by-case basis depending on the complexity of the RFI. Kimley-Horn will work with the Client to determine an agreed upon response timeline for each RFI. Without an Additional Service request, Kimley-Horn will not respond to Contractor requests for corrective measures.
- Shop Drawings, Samples, Substitutes, and "or-approved-equal."
 - Kimley-Horn will review Shop Drawings and Samples and other data which Contractor is required to submit, but only for general conformance with the Contract Documents. Such review and any other action will not extend to means, methods, techniques, equipment choice and usage, sequences, schedules, or procedures of construction or to related safety precautions and programs.
 - Kimley-Horn will evaluate and determine the acceptability of substitute, or "or-equal" materials and equipment proposed by Contractor in accordance with the Contract Documents.
- Attendance of Meetings
 - Kimley-Horn will attend virtual coordination meetings with the Client, Design Team, Contractor, and/or its subcontractors when requested by the Client. It is assumed up to eight (8) one-hour OAC meetings over the duration of the construction period.

- Limitation of Responsibilities
 - Kimley-Horn shall not be responsible for the acts or omissions of any contractor, or of any of their subcontractors, suppliers, or of any other individual or entity performing or furnishing the Work. Kimley-Horn shall not have the authority or responsibility to stop the work of any contractor.
- Final Notice of Acceptability of the Work
 - Kimley-Horn will, if requested by the Client, conduct a final site visit to evaluate whether the completed work of Contractor is generally in accordance with the Contract Documents and the final punch list so that Kimley-Horn may recommend final payment to Contractor.

Information Provided By Client

Kimley-Horn shall be entitled to rely on the completeness and accuracy of all information provided by the Client or the Client's consultants or representatives. The Client shall provide all information requested by Kimley-Horn during the Project, including but not limited to the following:

- Relevant surveys, studies, reports, or data in the Client's possession
- Complete site design requirements for the proposed use
- Full access to the site
- Executed copy of this Agreement

Schedule

Kimley-Horn will perform the services as expeditiously as practicable with the goal of meeting a mutually agreed upon schedule.

Budget Summary

Kimley-Horn will perform the services in Tasks 100, 200 – 300 on a labor and fee plus expense basis with the maximum labor fee shown below. Kimley-Horn reserves the right to reallocate amounts among tasks with concurrence from the City, as necessary. Kimley-Horn rates in Exhibit B apply to this contract and are adjusted on an annual basis.

Kimley-Horn will provide itemized invoices for the project. Invoice shall include summary of hours worked for each task, and general overview of the work completed for tracking.

Kimley-Horn will not exceed the total maximum labor fee shown without authorization from the Client.

Labor fee will be billed on an hourly basis according to our then-current rates. As to these tasks, direct reimbursable expenses such as express delivery services, fees, and other direct expenses will be billed at 1.10 times cost. Administrative time related to the project may be billed hourly. All permitting, application, and similar project fees will be paid directly by the Client. Should the Client request Kimley-Horn to advance any such project fees on the Client’s behalf, an invoice for such fees, with a ten percent (10%) markup, will be immediately issued to and paid by the Client.

Task Number & Name		Fee	Type
100	Limited Topographic Survey	\$11,200	Kimley-Horn Labor Fee
110	Subconsultant Services	\$90,900	Outside Service Fee
200	Design Services	\$121,200	Kimley-Horn Labor Fee
300	Project Management and Coordination	\$41,600	Kimley-Horn Labor Fee
	Expenses	\$1,300	
Total		\$279,200	

Closure

We appreciate the opportunity to provide these services. Please contact me if you have any questions.

Sincerely,
Kimley-Horn and Associates, Inc.

By: Alan McWain, PLA
Project Manager

Attachment – Subconsultant Proposals – S&F Land Services and GeoEngineers
Attachment – Exhibit B – Fee Spreadsheet

May 1, 2026

KIMLEY-HORN

ATTN: W. Travis Bradley, PLS, CFedS
10900 NE 4th Street, Suite 2302
Bellevue, WA 98004
Email: travis.bradley@kimley-horn.com
Phone: 425 286 8147



RE: City of Kirkland Parks- Topographic Survey Proposal

Dear Travis,

On behalf of S&F Land Services, I am pleased to submit this proposal to provide field surveying services for the Baseball/Softball fields at 132nd Square Park and Crestwoods Park including offsite improvements as indicated in **RED** on Exhibit A.

Scope of Work: All work to be completed under the supervision of a licensed Professional Land Surveyor in the State of Washington. Subject property is shaded in **RED** on Exhibit A herein.

1. Boundary and Topographic Survey:

- a. Topographic Survey over the area shown in **RED** on Exhibit A herein.
- b. Obtain ground elevations within the mapping area on an approximate 25' grid plus elevations along obvious topographic breaks sufficient to prepare a map at 1" contour intervals..
- c. Structures, fences ,level spreader area, pedestrian walkways and other permanent structures at ground level.
- d. Survey will be tied to (2 min.) street and control monuments.
- e. All surface features including but not limited to asphalt, concrete, curbing, sidewalks, ADA ramps, retaining walls, planter areas, signs, etc.
- f. Pavement markings
- g. Location of wetland, stream and/or critical area flags as delineated by Wetland Biologist.
- h. Underground Utilities:
 - i. Underground utility mapping for design of system improvements within mapping area (Storm drainage, sewer system and water appurtenances) Including the nearest downstream structures beyond the mapping area.
 - ii. Connected utility lines with verification of pipe size/materials. If materials differ, a note stating a material change.
 - iii. Underground utility paint marks within the subject area as provided by a private utility location service.
- i. Significant trees as defined and specified by City of Kirkland and Kimley-Horn.

Assumptions:

- i. Underground Utilities:
 - a. Public or Private underground utility markings are assumed to have been completed prior to the date(s) of scheduled survey fieldwork.
 - b. S&F assumes no responsibility for the accuracy of the delineation of underground utilities by utility locating firms and/or the respective utility owners, nor for the existence of any buried objects. All utility locations should be field verified prior to construction.
- ii. S&F will have unobstructed access to the subject property to complete the above scope of work
- iii. Crestwood topo area approx. 125000 sf, 132nd topo Are approx..
- iv. No traffic control will be required for field data collection.
- v. S&F will provide a surface that includes points and breaklines.
- vi. S&F will provide field generated planimetric linework.
- vii. S&F will be responsible for basic drafting, labels, utility as-builts and inverts.

Deliverables:

- i. CAD file in .dwg format that includes points, breaklines, control points, and traverse lines
- ii. RAW/unadjusted data files
- iii. Adjusted/Processed point file (csv)
- iv. TBC adjustment reports
- v. Field data file(s) and supporting information (notes, photos, etc.)
- vi. Surface XML (point cloud & breaklines)
- vii. Field code list

Schedule:

- Deliverables could be furnished within 4 weeks of contracted notice to proceed.

Fees:

The fees for the scope of services described above will be on a fixed fee basis. Additional services requested and approved by the Client not described herein will be billed as a Contract Addendum.

<u>FEES</u>	<u>\$11,800.00</u>
1. Topographic Survey- Crestwoods Park	\$ 4,900.00
2. Topographic Survey – 6 th Street	\$2,700.00
3. Topographic Survey- 132 nd Square Park	\$2,300.00
4. Private Underground Utility Locates	\$ 1,900.00

If this proposal is acceptable to you, please sign a copy of this letter and return it to us as our notice to proceed. Signing this document is a promise to pay for services as outlined above. I appreciate the opportunity to provide this proposal for your consideration. If you have any questions or concerns, please feel free to call me at the phone number listed above.

Sincerely,



Zane Nall, PLS - Senior Project Manager

S&F Land Services

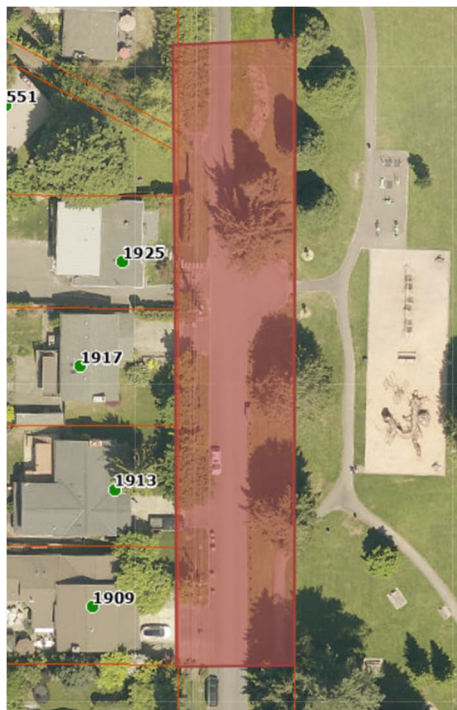
_____ (Date Accepted)

_____ (Signature)

_____ (Name)

_____ (Title)

Exhibit A



May 4, 2026

Kimley-Horn and Associates, Inc.
1201 Third Avenue, Suite 2800
Seattle, Washington 98101

Attention: Alan McWain, PLA

Subject: Proposal (Revised)
Geotechnical Engineering and Environmental Permitting Support
Synthetic Turf Infields at Crestwoods Park and 132nd Square Park
Kirkland, Washington
File No. 0231-211-00

Thank you for requesting this proposal from GeoEngineers, Inc. (GeoEngineers) to provide geotechnical engineering and environmental permitting support for the City of Kirkland's Synthetic Turf Infields projects at Crestwoods Park and 132nd Square Park. We understand that the City of Kirkland (City) is interested in replacing the existing infields at each park with synthetic turf. A feasibility study was previously completed by Herrera Environmental Consultants (2025) in which conceptual designs were identified for each park, including stormwater requirements. Herrera also completed reconnaissance-level critical areas mapping, including wetlands adjacent to Crestwood Park.

Our proposed scope of work is intended to support the design team with geotechnical design criteria and critical areas permitting through final design. Our services are separated into three tasks, one for each site addressing geotechnical engineering services, and one task addressing critical areas permitting for Crestwoods Park. (We understand there are no critical areas identified at 132nd Square Park; therefore, we do not propose critical areas permitting services at this site).

Scope of Services

TASK 100. GEOTECHNICAL SERVICES – CRESTWOODS PARK BALLFIELD NO. 4

1. Review existing geologic and geotechnical data for the site. This includes a review of previous geotechnical reports and studies, as well as a geologic map for the project area.
2. Complete a site visit to mark planned exploration locations.
3. Contact the Washington Utilities Coordinating Council One-Call Service as required by state law, before beginning our explorations. We will also have the exploration locations checked by a private utility locate service to attempt to locate conductible underground utilities, and we will coordinate with Seattle Public Schools and the project team to identify known utilities in the area. Non-conductible utilities, such as polyvinyl chloride (PVC) irrigation, drainage and sewer lines, can be very challenging to locate, and some risk of damage to these utilities may remain. GeoEngineers will not be liable for damage to utilities that are not identified during this process.

4. Explore subsurface soil and groundwater conditions in the infield by performing 1 day of shallow hand auger explorations (3 to 4 feet deep) to observe the sand drainage layer and underlying subgrade soils. We will also excavate up to three test pits to depths of about 6 to 8 feet to observe soils and groundwater conditions. The hand augers holes are about 4 inches in diameter, while the test pit excavations disturb a large surface area, about 3 feet by 6 feet in plan view.

The hand augers will be completed by a geotechnical engineer or geologist from our firm, who will obtain representative samples from the hand augers, classify the soils encountered, record groundwater conditions (if encountered) and prepare a detailed log of each hand auger exploration. The samples obtained from the hand augers will be brought to our laboratory for further evaluation and testing. The hand augers will be backfilled with the soil cuttings from the explorations. We will also bring sand for backfill in case it is needed.

Excavation of the test pits will be completed using a rubber-tired backhoe or tracked excavator subcontracted to GeoEngineers. The test pits can be completed in one day. Test pits will be backfilled using the material removed from the test pits (i.e., spoils) and tamping the soil in place with the excavator bucket. Ground disturbance will remain after completing the test pits; however, we will try to reduce impacts to the field surface by placing the excavated spoils on a tarp prior to backfilling the excavation.

If potentially contaminated soils are encountered during the test pit excavations, the excess soil generated will be placed on and covered by plastic sheeting and left on site for further review. We can provide recommendations for future characterization and/or disposal, if necessary, at additional cost.

5. Conduct geotechnical laboratory tests on selected soil samples obtained from the explorations to evaluate pertinent engineering and infiltration characteristics of the soils. We plan to also perform grain size distribution tests on hand auger samples obtained from the sand drainage layer and from the subgrade soils below the sand drainage layer. Testing may include moisture content determinations, percent fines testing, grain-size analyses and hydrometers.
6. Prepare a geotechnical engineering report (draft and final) for the project, presenting our conclusions and recommendations, together with supporting field and laboratory information for incorporation into the design of the project. The report will include:
 - a. Project description, including a vicinity map and site plan showing the exploration locations.
 - b. Geotechnical laboratory test results and a summary of the exploration logs.
 - c. A discussion of the subsurface soil conditions, including the depth and composition of fill and depth to groundwater (if encountered), as well as the grain size characteristics of the sand drainage layer.
 - d. Geologic description of the site.
 - e. Recommendations for site preparation and earthwork, including stripping, sediment and erosion control, mitigation of unsuitable soil conditions, if encountered, suitability of on-site soils for reuse as structural fill, constraints for wet weather construction, gradation criteria for import fill soils, fill placement and compaction requirements, utility trench backfill, subgrade preparation and temporary cut slopes.
 - f. Considerations for subsurface drainage measures across the playfield.
 - g. Discussion of the feasibility of infiltration for the new playfield based on laboratory testing and stormwater management considerations.
 - h. Comment on potential construction difficulties identified from the results of our explorations and from previous projects of similar scope.

TASK 200. GEOTECHNICAL SERVICES – 132ND SQUARE PARK

1. Review existing geologic and geotechnical data for the site. This includes a review of previous geotechnical reports and studies, as well as a geologic map for the project area.
2. Complete a site visit to mark planned exploration locations.
3. Contact the Washington Utilities Coordinating Council One-Call Services, as described in Task 100.
4. Explore subsurface soil and groundwater conditions in the infield by performing 1 day of shallow hand auger explorations (3 to 4 feet deep) to observe subgrade soils. We will also excavate up to three test pits to depths of about 6 to 8 feet to observe soils and groundwater conditions. The hand augers holes are about 4 inches in diameter, while the test pit excavations disturb a large surface area, about 3 feet by 6 feet in plan view.

The hand augers will be completed by a geotechnical engineer or geologist from our firm, who will obtain representative samples from the hand augers, classify the soils encountered, record groundwater conditions (if encountered) and prepare a detailed log of each hand auger exploration. The samples obtained from the hand augers will be brought to our laboratory for further evaluation and testing. The hand augers will be backfilled with the soil cuttings from the explorations. We will also bring sand for backfill in case it is needed.

Excavation of the test pits will be completed using a rubber-tired backhoe or tracked excavator subcontracted to GeoEngineers. The test pits can be completed in one day. Test pits will be backfilled using the material removed from the test pits (i.e., spoils) and tamping the soil in place with the excavator bucket. Ground disturbance will remain after completing the test pits; however, we will try to reduce impacts to the field surface by placing the excavated spoils on a tarp prior to backfilling the excavation.

If potentially contaminated soils are encountered during the test pit excavations, the excess soil generated will be placed on and covered by plastic sheeting and left on site for further review. We can provide recommendations for future characterization and/or disposal, if necessary, at additional cost.

5. Conduct geotechnical laboratory tests on selected soil samples obtained from the explorations to evaluate pertinent engineering and infiltration characteristics of the soils. We plan to also perform grain size distribution tests on hand auger samples obtained from the sand drainage layer and from the subgrade soils below the sand drainage layer. Testing may include moisture content determinations, percent fines testing, grain-size analyses and hydrometers.
6. Prepare a geotechnical engineering report (draft and final) for the project, presenting our conclusions and recommendations, together with supporting field and laboratory information for incorporation into the design of the project. The report will include:
 - a. Project description, including a vicinity map and site plan showing the exploration locations.
 - b. Geotechnical laboratory test results and a summary of the exploration logs.
 - c. A discussion of the subsurface soil conditions, including the depth and composition of fill and depth to groundwater (if encountered).
 - d. Geologic description of the site.

- e. Recommendations for site preparation and earthwork, including stripping, sediment and erosion control, mitigation of unsuitable soil conditions, if encountered, suitability of on-site soils for reuse as structural fill, constraints for wet weather construction, gradation criteria for import fill soils, fill placement and compaction requirements, utility trench backfill, subgrade preparation and temporary cut slopes.
- f. Considerations for subsurface drainage measures across the playfield.
- g. Comment on potential construction difficulties identified from the results of our explorations and from previous projects of similar scope.

TASK 300. ENVIRONMENTAL PERMITTING SERVICES – CRESTWOODS PARK

Herrera previously completed a preliminary critical areas review of the site and documented three wetlands and two streams within the study area, but these features were not formally delineated. Our proposed scope of services builds upon the work completed by Herrera to formally delineate and identify buffers for the wetlands and streams potentially impacted by the project. Wetland 1 and Stream 2 are on the east side of the Cross-Kirkland Corridor (CKC) Trail, and Herrera noted that the buffers therefore do not extend westward towards the ballfield. Our delineation will focus solely on Wetlands 2 and 3 and Stream 1.

1. **Wetland and Stream Delineation.** GeoEngineers will complete a wetland and stream delineation of Wetlands 2 and 3 and Stream 1, as follows:
 - a. Review available maps and studies, as well as publicly available wetland and soils data.
 - b. Complete a site visit to evaluate wetland and stream conditions within 300 feet of the existing infield (hereafter referred to as the “review area”), which encompasses the proposed project site and wetland/streams buffers that could affect the project.
 - c. During the site visit, we will evaluate wetland parameters based on the U.S. Army Corps of Engineers Wetland Delineation Manual and the Regional Supplement for the Western Mountains, Valleys and Coast Region. If any wetlands are documented within the review area, we will delineate the wetland boundary(ies) and mark them with survey flagging for subsequent survey by others. Wetlands on the opposite side of the CKC Trail will not be delineated.
 - d. Evaluate each wetland present within the review area and rate the wetland using the 2014 Department of Ecology Washington State Wetland Rating System for Western Washington, as revised, in accordance with Kirkland Zoning Code (KZC) Chapter 90.55, *Wetlands and Associated Buffer Standards*.
 - e. Delineate the ordinary high water mark (OHWM) of Stream 1 and identify its appropriate stream type.
 - f. Review the City of Kirkland Code and identify buffers for each wetland and stream. Document existing conditions of each buffer for use by the Planning Official in determining if existing buffers meet the Vegetative Buffer Standards (KZC 90.130).
 - g. Obtain survey files from the project surveyor and prepare an exhibit depicting the location of wetland and stream boundaries and associated buffers.
 - h. Prepare a Wetland and Stream Delineation Report documenting our methods and findings, with accompanying figures and appendices, suitable for submission with permit applications.

2. **Vegetative Buffer Plan.** GeoEngineers will develop a Vegetative Buffer Plan if the City determines it to be required based on KZC 90.55, *Wetlands and Associated Buffer Standards*, and 90.130, *Vegetative Buffer Standards*. This will include:
 - a. Assess existing cover and diversity of native and invasive vegetation within the buffers associated with Wetlands 2 and 3.
 - b. Assess existing fill, vegetation maintenance activities or other degradation factors contributing to current buffer conditions.
 - c. Develop a Vegetative Buffer Plan that identifies restoration activities that can be proposed as part of the project to bring the existing wetland buffers into compliance with KZC 90.130. This is anticipated to include:
 - i. Identifying feasibility of meeting Vegetative Buffer Standards within the standard wetland buffers. Buffer averaging in accordance with KZC 90.115, *Buffer Averaging*, will be explored as a potential option to meet Vegetative Buffer Standards in an alternative buffer if it is not feasible to meet the vegetative standards within the standard wetland buffers.
 - ii. Identifying the need for removal and location of any unauthorized fill within the wetland buffers, if present.
 - iii. Identifying the need for removal, extents and types of invasive species or other sources of degradation within the wetland buffers, if present.
 - iv. Developing a planting plan for restoration of existing degraded areas within the wetland buffers to meet the Vegetative Buffer Standards.
 - v. Recommendations for maintenance, monitoring and protective measures for the restored buffer areas.
3. **SEPA Checklist.** GeoEngineers will complete a SEPA Checklist addressing proposed improvements at Crestwoods Park.
4. **Permitting Coordination and Consultation.** GeoEngineers will coordinate with the design team and City of Kirkland Planning Department to identify application requirements for Critical Areas and SEPA reviews. This includes participation in design team and City meetings as needed to identify and discuss permit considerations during design advancement and preparation of application materials.

ADD ALTERNATE 1. PIT TESTING

Should infiltration be feasible, pilot infiltration testing (PIT) will be required at planned facilities. We understand that one infiltration facility may be considered for the Crestwoods Park site.

1. Complete a site visit to mark PIT locations, contact the One-Call services and subcontract a private utility locator, like steps 2 and 3 in Task 100 above.
2. Evaluate infiltration rates within the footprint of the proposed stormwater management facility. This will consist of completing up to two PITs once the infiltration facility location and depth have been determined.

- a. Evaluate infiltration rates within the footprint of proposed infiltration facility by excavating and observing up to two PITs. GeoEngineers will hire a subcontractor to excavate and help complete the PITs, as well as provide water for the PITs. We assume the bottom elevation of the proposed infiltration facility will be within 5 feet of existing grades; therefore, a sloped and/or benched excavation can be used to complete the test pits required to run the PIT tests. GeoEngineers will observe and record the water level and infiltration rate during the pre-soak, the steady state period and the falling head period. We have assumed no more than two PITs will be required for the proposed infiltration facility and that both PITs can be completed in 1 day. Ground disturbance will remain after completing the PITs.
3. Conduct geotechnical laboratory tests on selected soil samples obtained from the PIT to evaluate pertinent engineering characteristics of the soils. Testing may include moisture content determinations, percent fines testing, grain-size analyses and hydrometers.
4. Process and evaluate the data for the PIT to estimate the short- and long-term infiltration rates for use in the design of the infiltration facilities.
5. Summarize the infiltration testing data in a final geotechnical engineering report. The report will capture the final configuration of the site and will include updated recommendations based on the PIT, if required.

ASSUMPTIONS AND EXCLUSIONS

- Professional Land Survey (PLS) of the wetland and stream boundaries, or exploration locations, is not included in GeoEngineers scope.
- The Wetland and Stream Delineation Report will not include assessment of other potentially regulated Critical Areas such as regulated wildlife habitats, geologic hazards, floodplains, Critical Aquifer Recharge Areas, etc. The Herrera report previously completed did not indicate the occurrence of any of these types of critical areas.
- We assume one round of comment and revision on the Wetland and Stream Delineation Report and Vegetative Buffer Plan.
- Our estimated level of effort is based on the findings in the Herrera Report. We anticipate delineation of two wetlands (Wetlands 2 and 3) and one stream (Stream 1). Wetland 1 and Stream 2 are excluded from our scope because they are on the opposite side of the CKC Trail with buffers that would not extend to the project site.
- The Vegetative Buffer Plan will present wetland buffer restoration areas conceptually for use as part of the permit review process. Developing Plans, Specifications and Estimates (PS&E) for use in procuring a contractor to complete the work is not included in GeoEngineers scope.
- GeoEngineers' scope includes preparation and submittal of the specific deliverables identified above, which will be used in support of permit applications. GeoEngineers will not act as the agent for permit submittal. We assume the Wetland and Stream Delineation Report and SEPA Checklist will be used by others to submit the permit applications.
- For budgeting purposes, the level of effort estimated for permitting coordination and consultation includes participation in up to three 1-hour meetings to discuss findings, complete a pre-application meeting with the City of Kirkland and/or identify permit application requirements, as well as associated preparation time and follow-up.

Terms, Fee Estimate and Schedule

SCHEDULE

For the Tasks 100 and 200 - Geotechnical Services, test pit contractors are generally available within 2 to 4 weeks' notice. We have tentatively scheduled the field work for May 11 and 12, 2026. The field work will take 1 to 2 days to complete at each park. Laboratory testing will require 2 to 3 weeks to complete. Following laboratory testing, we expect geotechnical reports to be issued for Crestwood and 132nd Square Park fields within 4 to 5 weeks following completion of field work.

We are currently in a position to perform the Task 300 - Wetland Fieldwork within about 2 weeks of receiving authorization from you. We will provide the Wetland and Stream Delineation Report and Vegetative Buffer Plan within about 3 weeks of receipt of survey.

BUDGET

The estimated fee for the services described above is presented in the following table:

TASK	DESCRIPTION	ESTIMATED FEE
Task 100. Geotechnical Services – Crestwood Park Ballfield No. 4		
	Mark hand augers and test pits, complete One-Call, private utility locate	\$1,400
	Complete hand auger explorations and subcontracted test pits	\$5,900
	Soil sample review and geotechnical laboratory testing	\$3,200
	Data reduction, hand auger and test pit logs, engineering analyses	\$4,500
	Report preparation	\$4,000
	Task 100 Subtotal	\$19,000
Task 200. Geotechnical Services – 132nd Square Park		
	Mark hand augers and test pits, complete One-Call, private utility locate	\$1,400
	Complete hand auger explorations and subcontracted test pits	\$5,900
	Soil sample review and geotechnical laboratory testing	\$3,200
	Data reduction, hand auger and test pit logs, engineering analyses	\$4,500
	Report preparation	\$4,000
	Task 200 Subtotal	\$19,000
Task 300. Environmental Permitting Services – Crestwood Park		
	300.1 – Wetland and Stream Delineation	\$17,530
	300.2 – Vegetative Buffer Plan	\$20,980
	300.3 – SEPA Checklist	\$3,220
	300.4 – Permitting Coordination and Consultation	\$2,830
	Task 300 Subtotal	\$44,560
	Total Estimate	\$82,560
Add Alternate 1. PIT Testing		
	Infiltration design PIT testing as needed (for planning purposes – not included in total)	\$12,000/facility


CONTRACT TERMS


Our services will be completed in accordance with an Individual Project Order in accordance with the terms described in the Standard Master Agreement for Continuing Professional Services between Kimley-Horn and Associates, Inc. and GeoEngineers, Inc., dated April 28, 2020.

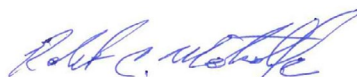
There are no intended third-party beneficiaries arising from the services described in this proposal and no party other than the party executing this proposal shall have the right to legally rely on the product of our services without prior written permission of GeoEngineers. This proposal is valid for a period of 60 days commencing from the first date listed above and subject to renegotiation by GeoEngineers, Inc., after the expiration date.

We appreciate the opportunity of submitting this proposal and look forward to working with you on this project. If you have any questions regarding the scope of work or other aspects of this proposal, please call.

Sincerely,
GeoEngineers, Inc.


David B. Conlin, PWS, CESCL
Associate Ecologist


Erik C. Ellingsen, PE
Associate Geotechnical Engineer


Robert C. Metcalfe, PE
Principal Geotechnical Engineer

DBC:ECE:RCM:atk

Attachments:
Schedule of Charges – Standard 2026

Schedule of Charges - 2026

COMPENSATION

Our compensation will be determined on the basis of time and expenses in accordance with the following schedule unless a lump sum amount is so indicated in the proposal or services agreement. Current rates are:

PROFESSIONAL STAFF		
Staff 1 Scientist	\$	158/hour
Staff 1 Engineer	\$	166/hour
Staff 2 Scientist	\$	180/hour
Staff 2 Engineer	\$	188/hour
Staff 3 Scientist	\$	206/hour
Staff 3 Engineer	\$	214/hour
Project Scientist 1	\$	235/hour
Project Engineer 1	\$	245/hour
Project Scientist 2	\$	245/hour
Project Engineer 2	\$	250/hour
Senior Engineer/Scientist 1	\$	275/hour
Senior Engineer/Scientist 2	\$	298/hour
Associate	\$	315/hour
Principal	\$	350/hour
Senior Principal	\$	375/hour
TECHNICAL SUPPORT STAFF		
Administrator 1	\$	110/hour
Administrator 2	\$	128/hour
Administrator 3	\$	144/hour
CAD Technician	\$	145/hour
CAD Designer	\$	167/hour
Senior CAD Designer	\$	194/hour
GIS Analyst	\$	179/hour
Senior GIS Analyst	\$	195/hour
GIS Coordinator	\$	217/hour
*Technician	\$	130/hour
*Senior Technician	\$	158/hour
*Lead Technician	\$	166/hour
Environmental Database Manager	\$	245/hour
Health and Safety Specialist	\$	156/hour
Health and Safety Manager	\$	208/hour

*Hours in excess of 8 hours in a day or 40 hours in a week will be charged at one and one-half times the hourly rates listed above.

Contracted professional and technical services will be charged at the applicable hourly rates listed above. Staff time spent providing expert services in disputes, mediation, arbitration and litigation will be billed at one and one-half times the above rates. Time spent in either local or inter-city travel, when travel is in the interest of this contract, will be charged in accordance with the foregoing schedule. A surcharge may be applied to night and weekend work. See proposal for details.

Rates for data storage and web-based access will be provided on a project-specific basis.

Associated Project Costs (APC)

Associated Project Costs (APC) equal to six percent (6%) of professional fees will be assessed. This fee allows GeoEngineers to invest in the necessary infrastructure to ensure we provide our clients with the latest technological and data security standards. The investments include maintaining and advancing technical tools and platforms across all aspects of our business, and strengthening our defenses against cyber threats to ensure data remains secure. These costs are not included in our hourly rates or direct expenses.

EQUIPMENT		
Air Quality Equipment, per Day	\$	210.00
Air Sparging Field Test, per Day	\$	110.00
Air/Vapor Monitoring Equipment (PID, 5-Gas Meter), per Day	\$	110.00
Asbestos Sample Kit, Each	\$	30.00
Blastmate, per Day	\$	120.00
D&M Sampler, per Day	\$	150.00
DO (Dissolved Oxygen) Kit, Each	\$	25.00
Dynamic Cone Penetrometer, per Day	\$	45.00
E-Tape (Electric Tape), per Day	\$	35.00
Electric Density Gauge, per Day	\$	110.00
Electric Density Gauge, per Week	\$	430.00
Electric Density Gauge, per Month	\$	1,400.00
Environmental Exploration Equipment, per Day	\$	225.00
Field Data Acquisition Equipment (Field Tablet), per Day	\$	55.00
Field Tablet, per Week	\$	200.00
Field Tablet, per Month	\$	750.00
Field Tablet with Cellular, per Day	\$	75.00
Field Tablet with Cellular, per Week	\$	300.00
Field Tablet with Cellular, per Month	\$	1,000.00
Field Gear / Reconnaissance, per Day	\$	55.00
Gas Detection Meters, per Day	\$	105.00
Generator, per Day	\$	110.00
Groundwater Pressure Transducer w/ Datalogger, per Day	\$	55.00
Groundwater Pressure Transducer w/ Datalogger, per Week	\$	220.00
Hand Auger, per Day	\$	100.00
Inclinometer Probe, per Day, 1 Day minimum	\$	210.00
Interface Probe, per Day	\$	65.00
Iron Test Kit, Each	\$	25.00
Laser Level, per Day	\$	60.00
Low Flow Groundwater Sampling Equipment, per Day	\$	235.00
Multiparameter Water Quality Meter, per Day	\$	85.00
Nuclear Density Gage, per Hour, 1/2 Day minimum	\$	15.00
Peristaltic Pump, per Day	\$	50.00
pH Probe,/Meter per Day	\$	20.00
PID, FID or OVA, per Day	\$	130.00
Rock/Slope Fall Protection/Rigging Equipment, per Day	\$	700.00
Saximeter, per Day	\$	60.00
Scuba Diving Gear, per Day/per Diver	\$	700.00
Shallow Soil Exploration Equipment, per Day	\$	60.00
Soil Field Screening Equipment, per Day	\$	20.00
Soil Sample Kit, Each	\$	20.00
Steam Flow Meter, per Day	\$	20.00
Strain Gauge Readout Equipment, per Day	\$	50.00
Surface Water Flow Meter, per Day, 1/2 day minimum	\$	50.00
Surface Water Quality Monitoring Equipment, per Day	\$	50.00
Turbidity Meter, per Day	\$	50.00
Vehicle usage, per Mile, or \$30/half-day, whichever is greater	\$	IRS Rate

Specialized and miscellaneous field equipment not listed above will be quoted on a project-specific basis.

OTHER SERVICES, SUPPLIES AND SPECIAL TAXES

Charges for services, equipment, supplies and facilities not furnished in accordance with the above schedule, and any unusual items of expense not customarily incurred in our normal operations, are charged at cost plus 15 percent. This includes shipping charges, subsistence, transportation, printing and reproduction, miscellaneous supplies and rentals, surveying services, drilling equipment, construction equipment, watercraft, aircraft, and special insurance which may be required. Taxes required by local jurisdictions for projects in specific geographic areas will be charged to projects at direct cost.

Per diem may be charged in lieu of subsistence and lodging.

Routinely used field supplies stocked in-house by GeoEngineers, at current rates, list available upon request.

In-house testing for geotechnical soil characteristics at current rates, list available upon request.

All rates are subject to change upon notification.

Exhibit B - Cost Proposal Summary
City of Kirkland Parks and Community Services Department - 2026 Synthetic Turf Field Projects
May 6, 2026

(Costs Rounded to the Nearest \$1.00)

DIRECT LABOR			
Classification	Estimated Hours	Hourly Rate	Labor Costs
Principal/Sr. PM	126	\$300.00	\$ 37,800
Sr. Professional	45	\$275.00	\$ 12,375
Professional	290	\$235.00	\$ 68,150
Analyst	232	\$210.00	\$ 48,720
Admin Support I	22	\$180.00	\$ 3,960
Admin Support II	21	\$140.00	\$ 2,940
TOTAL KIMLEY-HORN LABOR	736	Total Labor	\$ 174,000
DIRECT EXPENSES			
TOTAL DIRECT EXPENSES			\$ 1,300
OUTSIDE SERVICES (Including 10% markup on subconsultants)			
Topographic Survey Services (S&F)			\$ 13,000
Geotech and Environmental Services (GeoEngineers)			\$ 90,900
TOTAL OUTSIDE SERVICES			\$ 103,900
Total Direct Labor			\$ 174,000
Total Direct Expenses			\$ 1,300
Total Outside Services			\$ 103,900
TOTAL BASE COST (NOT TO EXCEED)			\$ 279,200
Additional Services Direct Labor			N/A
Additional Services Outside Services			N/A
TOTAL ADDITIONAL SERVICES COST (NTE)			\$ 0
TOTAL PROPOSAL (NTE)			\$ 279,200

Exhibit B - Derivation of Hours
City of Kirkland Parks and Community Services Department - 2026 Synthetic Turf Field Projects
May 6, 2026

Task 100 - Limited Topographic Survey									
	Crestwood - Baseball Infield Topographic Survey base map preparation	3			12	1	1	17	\$3,740.00
	Crestwood - 6th Street Topographic Survey base map preparation	4			12				\$3,720.00
	132nd Park Baseball Infield - Topographic Survey base map preparation	3			12	1	1	17	\$3,740.00
	Task 100 Totals	10	0	0	36	2	2	34	\$11,200.00
Task 110 - Subconsultant Services - see outside services costs									
	Field Data Survey Services (S&F Land Services)							0	\$0.00
	Geotechnical Engineering and Environmental Permitting Services (GeoEngineers)							0	\$0.00
	Task 110 Totals	0	0	0	0	0	0	0	\$0.00
Task 200 - Design Services									
	Playing Field: 30-90-Bid Design + Written Specs	30	45	90	140	10	15	330	\$75,825.00
	Stormwater Report (TIR) - Crestwoods	12		55	28		2	97	\$22,685.00
	Stormwater Report (TIR) - 132nd Park	12		55	28		2	97	\$22,685.00
	Task 200 Totals	54	45	200	196	10	19	524	\$121,200.00
Task 300 - Project Management and Coordination									
	Kick-off Meeting	5						5	\$1,500.00
	Coordination with City including weekly meetings	15		20				35	\$9,200.00
	Design Review Meetings with City and issue minutes	10		20				30	\$7,700.00
	Internal Project Meetings, Team Management and Scheduling	10		20				30	\$7,700.00
	Permitting Support	12		20				32	\$8,300.00
	Budget Control and Invoicing					10		10	\$1,800.00
	Coordination with Subconsultant (GeoEngineers)	10		10				20	\$5,350.00
	Task 300 Totals	62	0	90	0	10	0	162	\$41,600.00
	TOTALS	126	45	290	232	22	21	720	\$174,000.00

Classification

Principal / Sr. PM Sr. Professional Professional Analyst Admin Support I Admin Support II

Rate

\$ 300.00 \$ 275.00 \$ 235.00 \$ 210.00 \$ 180.00 \$ 140.00

Exhibit B - Direct Expenses
City of Kirkland Parks and Community Services Department - 2026 Synthetic Turf Field Projects
May 6, 2026

(Costs Rounded to the Nearest \$1.00)

MILEAGE			
<u>Location</u>	<u>No. of Trips</u>	<u>Miles</u>	<u>Total Miles</u>
City Meetings	3	50	150
Site Visit	2	75	150
Total Miles			<u>300</u>
Total Cost at \$ 0.725 per mile			\$ 218
REPRODUCTIONS			
<u>Type</u>	<u>Amount</u>	<u>Unit Cost</u>	<u>Total Cost</u>
Plotting and sheet preparation	0	\$ 10.00	\$ 0
Photocopy (8 1/2" x 11")	0	\$ 0.10	\$ 0
Photocopy (11" x 17")	0	\$ 0.32	\$ 0
Displays (24" x 36")	0	\$ 80.00	\$ 0
Mylars	0	\$ 24.00	\$ 0
Total Reproductions			\$ 0
PUBLIC OUTREACH AND EASEMENT SUPPORT			
	<u>Amount</u>	<u>Unit Cost</u>	<u>Total Cost</u>
Misc. Printed Materials	0	\$ 500.00	\$ 0
Certified Mail	0	\$ 10.00	\$ 0
Title Reports	2	\$ 500.00	\$ 1,000
Total Estimated Outreach Costs			\$ 1,000
TOTAL DIRECT EXPENSES			\$ 1,218