



City Attorney
Kevin Hansen
Rev: 02/20/26

PROFESSIONAL SERVICES AGREEMENT
2026 Annual Replacement of Aging and Failing Infrastructure - Design Services

The City of Kirkland, Washington, a municipal corporation ("City") and Kimley-Horn and Associates, Inc, whose address is 1201 Third Avenue Suite 2800 Seattle, WA 98101 ("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 for the City's 2026 Annual Replacement of Aging and Failing Infrastructure project, as such services were described and detailed in the City's Request for Proposal (RFP) Job # 06-26-PW and all documents submitted by Consultant in response, which are hereby fully incorporated herein as part of this Agreement as if set forth herein, and as such services are further described in the following attachments to this Agreement:

1. Attachment A – Professional Services Statement of Work; and
2. Attachment B – Consultant's Cost Proposal Summary Agreement.

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

B. All services and duties shall be conducted and performed diligently, completely and in accordance with professional standards of conduct and performance. If Consultant's Statement of Work includes providing bid documents for a public works project, 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 Consultant for these services shall not exceed \$ 377,600.00, as detailed in Attachment B.

B. Payment to Consultant by the City in accordance with the payment ceiling specified above shall be the total compensation for all services performed under this Agreement and supporting documents hereto as well as all subcontractors' fees and expenses, supervision, labor, supplies, materials, equipment or the use thereof, reimbursable expenses, and other necessary incidentals.

C. The Consultant shall be paid on the basis of invoices submitted. Invoicing will be on the basis of percentage complete or on the basis of time, whichever is applicable in accordance with the terms of this Agreement.

D. The City shall have the right to withhold payment to Consultant for any services not completed in a satisfactory manner until such time as Consultant modifies such services to the 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 Capital Projects Coordinator (PM) 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

For the Consultant's performance of the services specified in Section I, the estimated completion date is December 31, 2026.

For purposes of paying final invoices and finalizing services, this Agreement expires March 31, 2027.

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

V. TERMINATION OF AGREEMENT

The City or the Consultant may terminate or suspend this Agreement at any time, with or without cause, by giving ten (10) days' notice to the other in writing. In the event of termination, all finished or unfinished reports, or other material prepared by the Consultant pursuant to this Agreement, shall be provided to the City. In the event the City terminates prior to completion without cause, consultant may complete such analyses and records as may be necessary to place its files in order. Consultant shall be entitled to receive just and equitable compensation for any 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 consultant against all claims made against Consultant for damage or injury, including defense costs, arising out of any reuse of such plans and specifications by any third party without the written authorization of the Consultant.
- C. Methodology, materials, software, logic, and systems developed under this Agreement are the property of the Consultant and the City, and may be used as either the Consultant or the City sees fit, including the right to revise or publish the same without limitation.

- D. The Consultant at such times and in such forms as the City may require, shall furnish to the City such statements, records, reports, data, and information as the City may request pertaining to matters covered by this Agreement. All of the reports, information, data, and other related materials, prepared or assembled by the Consultant under this Agreement and any information relating to personal, medical, and financial data will be treated as confidential only as allowed by Washington State laws regarding disclosure of public information, including chapter 42.56 RCW.
- 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. Consultant will provide all original operation and maintenance manuals, along with all warranties, from the manufacturer for any equipment or items installed or supplied to the City as part of this contracted project.
- 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 RCW Chapter 40.14 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

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 the City, and its officers, officials, and employees (together "Indemnified

Parties”) harmless from any and all claims, injuries, damages, losses or suits (including reasonable attorney fees and costs), to the extent arising out of or in connection with the Consultant’s negligent acts in performance of this Agreement, except for injuries and damages 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 Consultant and the Indemnified Parties, the Consultant’s liability hereunder shall be only to the extent caused by 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 work hereunder by the Consultant and/or its agents, representatives, or employees. A failure to obtain and maintain such insurance or to file required certificates and endorsements shall be a material breach of this Agreement.

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

A. Minimum Scope of Insurance

Consultant shall obtain insurance of the types described below:

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

5. Network Security (Cyber) and Privacy Insurance shall include, but not be limited to, coverage, including defense, for the following losses or services:
- a. Liability arising from theft, dissemination, and/or use of City confidential and personally identifiable information, including but not limited to, any information about an individual maintained by or on behalf of the City, including (i) any information that can be used to distinguish or trace an individual's identity, such as name, social security number, date and place of birth, mother's maiden name, or biometric records; and (ii) any other information that is linked or linkable to an individual, such as medical, educational, financial, and employment information regardless of how or where the information is stored or transmitted.
 - b. Network security liability arising from (i) the unauthorized access to, use of, or tampering with computer systems, including hacker attacks; or (ii) the inability of an authorized Third Party to gain access to supplier systems and/or the City's Data, including denial of service, unless caused by a mechanical or electrical failure; (iii) introduction of any unauthorized software computer code or virus causing damage to the City or any other Third Party Data.
 - c. Lawfully insurable fines and penalties resulting or allegedly resulting from a Data breach.
 - d. Event management services and first-party loss expenses for a Data breach response including crisis management services, credit monitoring for individuals, public relations, legal service advice, notification of affected parties, independent information security forensics firm, and costs to re-secure, re-create and restore Data or systems.

For purposes of this insurance subsection, the terms Third Party and Data are defined in Section XI.

B. Minimum Amounts of Insurance

Consultant shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.
4. Network Security (Cyber) and Privacy Insurance shall be written with limits no less than \$1,000,000 per claim, \$2,000,000 policy aggregate for network security and privacy coverage, \$100,000 per claim for regulatory action (fines and penalties), and \$100,000 per claim for event management services

C. Other Insurance Provisions

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

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

D. Acceptability of Insurers

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

E. Verification of Coverage

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

F. Failure to Maintain Insurance

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

G. City Full Availability of Consultant Limits

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

XI. SAFEGUARDING OF PERSONAL INFORMATION

A. Definitions. The following definitions shall have the assigned meaning for this section.

1. "Data" means all information, whether in oral or written (including electronic) form, created by or in any way originating with the City and/or End Users, and all information that is the output of any computer processing, or other electronic manipulation, of any information that was created by or in any way originating with the City and/or End Users, in the course of using and configuring the Services provided under this Agreement, and includes the City's Data, End User's Data, and Personal Information.

2. "Data Compromise" means any actual or reasonably suspected unauthorized access to or acquisition of computerized Data that compromises the security, confidentiality, or integrity of the Data, or the ability of City to access the Data.
 3. "End User" means the individuals (including, but not limited to employees, authorized agents, students and volunteers of City; Third Party consultants, auditors and other independent contractors performing services for City; any governmental, accrediting or regulatory bodies lawfully requesting or requiring access to any Services; customers of City provided services; and any external users collaborating with City) authorized by City to access and use the Services provided by Consultant under this Agreement.
 4. "Third Party" means persons, corporations, and entities other than Consultant, or any of their employees, contractors, or agents.
- B. The Consultant shall not use or disclose Personal Information, as defined in RCW 19.255.010, in any manner that would constitute a violation of federal law or applicable provisions of Washington State law. Consultant agrees to comply with all federal and state laws and regulations, as currently enacted or revised, regarding Data security and electronic Data interchange of Personal Information.
 - C. The Consultant shall ensure its directors, officers, employees, subcontractors, or agents use Personal Information solely for the purposes of accomplishing the services set forth in the Agreement and for no other purposes.
 - D. The Consultant shall protect Personal Information collected, used, or acquired in connection with the Agreement, against unauthorized use, disclosure, modification, or loss.
 - E. The Consultant and its sub-consultants and agents agree not to release, divulge, publish, transfer, sell, or otherwise make Personal Information known to unauthorized persons without the express, prior written consent of the City or as otherwise authorized by law.
 - F. The Consultant agrees to implement physical, electronic, and managerial policies, procedures, and safeguards to prevent unauthorized access, use, or disclosure of Personal Information.
 - G. The Consultant shall make Personal Information available to amend as directed by the City and incorporate any amendments into all the copies maintained by the Consultant or its subcontractors and agents. Consultant shall certify its destruction after ninety (90) calendar days and the Consultant shall retain no copies. If Consultant and City mutually determine that return or destruction is not feasible, the Consultant shall not use the Personal Information in a manner other than those permitted or authorized by state and federal laws.
 - H. The Consultant shall notify the City in writing immediately upon becoming aware of any unauthorized access, use, or disclosure of Personal Information. Consultant shall take necessary steps to mitigate any harmful effects of such use or disclosure. Consultant is financially responsible for notification of any unauthorized access, use, or disclosure. The details of the notification must be approved by the City. Any breach of this clause may result in immediate termination of the Agreement by the City and the demand for return of all Personal Information.
 - I. Consultant agrees that within 12 months prior to the Effective Date of this Agreement, at least once per year until this Agreement expires, and immediately after any

actual or reasonably suspected Data Compromise, Consultant will, at its own expense, conduct or have conducted the following:

- A PCI, SOC 2 or other mutually agreed upon audit of Consultant's security policies, procedures, and controls;
- A vulnerability scan, performed by a Third Party scanner, of Consultant's systems and facilities that are used in any way to deliver services under this Agreement; and,
- A formal penetration test of Consultant's systems and facilities that are used in any way to deliver services under this Agreement, with such test performed by qualified personnel consistent with an established process.

The same will be evidenced by providing the City a copy of the successful audit letter and a scope of audit document (outlining what is included in the audit), or equivalent as determined acceptable to the City. The audit report should not include "private" information, defined as proprietary environment/infrastructure detail not specific to systems that process or transmit Data.

XII. COMPLIANCE WITH LAWS/BUSINESS LICENSE

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

XIII. FUTURE SUPPORT

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

XIV. INDEPENDENT CONTRACTOR

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

XV. 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.

XVI. ADDITIONAL WORK

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

XVII. 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.

XVIII. 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.

XIX. 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.

XX. ASSIGNMENT AND SUBCONTRACT

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

XXI. DEBARMENT

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

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. 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.

XXIV. DISPUTE RESOLUTION

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

XXV. EFFECTIVE DATE

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

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

CONSULTANT:

CITY OF KIRKLAND:

Signature: *Bradly J Lincoln*
Bradly J Lincoln (Feb 24, 2026 08:17:01 PST)
Printed Name: Bradly J Lincoln
Title: Associate
Date: 02/24/2026

Signature: *Tracey P. Dunlap*
Printed Name: Tracey Dunlap
Title: Deputy City Manager of Operations
Date: 02/24/2026



SCOPE OF SERVICES

City of Kirkland 2026 Annual Replacement of Aging and Failing Infrastructure

February 2026

BACKGROUND

Based on discussions with City of Kirkland staff (City), Kimley-Horn and Associates, Inc (Kimley-Horn) will provide engineering design services associated with the 2026 Annual Replacement of Aging and Failing Infrastructure (ARA&FI) Project. The project will include the rehabilitation and/or replacement of approximately 4,340 linear feet of existing 12-, 18- and 24-inch storm drain pipes at 29 different sites throughout the City limits, graphically represented in the Vicinity and Area Map issued under the Amended RFQ dated November 26, 2025.

Kimley-Horn understands the City desires to rehabilitate the storm drain pipes with Ultraviolet Cured-In-Place-Pipe (UV CIPP) where feasible. Where UV CIPP is not feasible, the City desires to replace the storm drain pipes in place, matching existing pipe size. For the purposes of providing an estimated cost for design services, Kimley-Horn and the City have agreed to scope the project as follows:

- Up to 12 sites for UV CIPP lining trenchless rehabilitation – Sites 1, 12-14, 16-19, 24, and 26-28
- Up to 13 sites for open cut pipe replacement – Sites 2-11, 20, 23, and 25
- Up to 4 sites are intended to be trenchless rehabilitation but may require open cut replacement – Sites 15, 21-22, and 29

The scope of services consists of the following tasks:

- Task 100 – Project Management and Coordination
- Task 200 – Data Collection and Rehabilitation Feasibility Review
- Task 300 – Subconsultant Services
 - Task 301 – Survey Services (DHA)
 - Task 302 – Additional Survey (DHA)
 - Task 303 – Environmental Permitting Services (GeoEngineers)
- Task 400 – Design Services
- Task 500 – Easement Support Services
- Task 600 – Bidding Support Services

SCOPE OF SERVICES

Based on discussions with the City, our effort will include the following tasks:

TASK 100 – Project Management and Coordination

Kimley-Horn will provide project management throughout the project duration of up to 5 months, which will include:

- Conduct Kick-Off Meeting with the City and issue minutes.
- Coordinate with the City's Project Manager, through weekly check-ins via Teams Meetings or phone calls, and up to three (3) design review meetings with the City including issuing meeting minutes.
- Internal coordination including management of staffing, schedule, and budget.
- Prepare monthly invoices and progress reports.
- Coordination with subconsultants to progress tasks identified in this scope of work.

Deliverables:

- Meeting agendas and minutes [Kick-off and up to three (3) design review meetings]
- Monthly invoices and progress reports.
- Baseline project schedule and schedule updates, as necessary.

Task Assumptions:

- City staff will attend and provide input at project Kick-off Meeting and design review meetings.
- Project Kick-off Meeting is anticipated to be two (2) hours in duration, held in person at the City's Office, and attended by up to two (2) Kimley-Horn staff.
- Design review meetings are anticipated to be two (2) hours in duration, held in person at the City's Office, and attended by up to two (2) Kimley-Horn staff.
- Weekly check-in meetings are anticipated to be 30 minutes in duration, and attended by up to two (2) Kimley-Horn staff.

TASK 200 – Data Collection and Rehabilitation Feasibility Review

The effort related to this task is to collect and review data received from the City and franchise utilities and to complete a feasibility review of trenchless storm pipe rehabilitation via UV CIPP vs. open cut replacement methods.

Data collection and review will include the following:

- Request and review of franchise utility record drawings for the 29 locations identified in the Vicinity and Area map. Kimley-Horn will request information from the following utilities:
 - Puget Sound Energy, Comcast, Ziplly Fiber, and CenturyLink

- Review and compile received background information provided by the City, including CCTV inspection videos for each site, record drawings, GIS records, and existing easement documents.
- Site visit to each site to review existing constraints.

Following review of the City-provided CCTV storm drain pipe inspection videos, Kimley-Horn will complete a feasibility review of trenchless rehabilitation via UV CIPP versus open cut replacement methods at Sites 1 through 29. Services under this task will include the following:

- Feasibility review and assessment for trenchless rehabilitation via UV CIPP versus open cut replacement will be completed for storm drain pipe segments at Sites 1 through 29. The assessment will be based on Kimley-Horn's review and observation of storm pipe segment conditions from the CCTV videos and include:
 - Review and recommendation of which storm pipe segments are or are not recommended for rehabilitation with CIPP lining methods.
- Prepare Feasibility Review Memo documenting feasibility of trenchless rehabilitation versus open cut replacement at Sites 1 through 29.

Deliverables:

- Feasibility Review Memo in PDF format.

Task Assumptions:

- Where existing easements do not exist, right-of-entry will be required prior to entering onto the property. Right-of-entry will be obtained by the City of Kirkland.
- City will provide CCTV video inspections of the storm drain main line at Sites 1 through 29 for all segments within the project limits.
- The City's preference is to rehabilitate the existing storm drain pipes with UV CIPP lining.
- The condition of any storm laterals will not be reviewed. Only the condition of the storm main will be reviewed.
- A triple bottom line (TBL) Analysis will not be completed. The feasibility will be based on existing pipe condition and site constraints.
- Per discussion with the City during scoping, only one Feasibility Review Memo is required. No rounds of revisions are included in the scope and fee.
- City to confirm design direction following City review of the Feasibility Review Memo prior to Kimley-Horn advancing Preliminary Design plans.

TASK 300 – Subconsultant Services**TASK 301 – Survey Services (DHA)**

Duane Hartman & Associates Inc. will provide topographic survey services as outlined below for 13 sites for open cut pipe replacement – Sites 2-11, 20, 23, and 25, consisting of approximately 2,900 lineal feet of dedicated street right of way. The survey will consider topographic mapping 25 feet beyond the center to center of the catch basins scheduled to be rehabilitated.

The topographic mapping of the associated areas will consist of the full dedicated street right of ways and is to include, but not limited to, all above ground planimetric features, including but not limited to, curbs, walks, fences, trees (greater than 6-inch diameter), shrubs, and all above and underground utilities, as specified.

Outside of topographic survey limits DHA will also survey the upstream and downstream catch basins to survey invert elevations of catch basin inlet and outlets, pipe sizing, and pipe materials. It is anticipated the survey will go along at about 250 lineal feet per day.

Two-man field survey crews will be utilized to establish site control and perform the survey. DHA will utilize APS to perform the underground utility locates.

Project Control:

Horizontal Datum: City of Kirkland NAD83(1991), US feet

Vertical Datum: City of Kirkland NAVD88, US feet

Deliverables:

Field data will be processed in accordance with Kimley-Horn/City of Kirkland standards. Drawing scale to be 1" = 20', with one (1) foot contours and delivered in Autodesk Civil 3D 2027.dwg file format.

TASK 302 – Additional Survey (DHA)

Duane Hartman & Associates Inc. will provide topographic survey services as outlined below for up to four additional sites for open cut pipe replacement – Sites 15, 21-22, and 29, consisting of approximately 780 lineal feet of dedicated street right of way. The survey will consider topographic mapping 25 feet beyond the center to center of the catch basins scheduled to be rehabilitated.

The topographic mapping of the associated areas will consist of the full dedicated street right of ways and is to include, but not limited to, above ground planimetric features, including but not limited to,



curbs, walks, fences, trees (greater than 6-inch diameter), shrubs, and above and underground utilities, as specified in this scope of work.

Outside of topographic survey limits DHA will also survey the upstream and downstream catch basins to survey invert elevations of inlet and outlet, pipe sizing, and materials. It is anticipated the survey will go along at about 250 lineal feet per day.

Two-man field survey crews will be utilized to establish site control and perform the survey. DHA will utilize APS to perform the underground utility locates.

This task may be utilized for additional survey requests that may arise during the course of design including:

- Up to two (2) days of additional site visits to survey wetland flagging.
- Boundary survey for up to four (4) temporary construction easements.

Project Control:

Horizontal Datum: City of Kirkland NAD83(1991), US feet

Vertical Datum: City of Kirkland NAVD88, US feet

Deliverables:

Field data will be processed in accordance with Kimley-Horn/City of Kirkland standards. Drawing scale to be 1" = 20', with one (1) foot contours and delivered in Autodesk Civil 3D 2027.dwg file format.

Assumptions:

No survey of vector potholing markers is included. It is anticipated that any potholing provided by the City or franchise utilities will be based on field measurements only.

TASK 303 – Environmental Permitting Services (GeoEngineers)

The Kirkland ARA&FI project locations were identified in documents provided by Kimley-Horn and include 29 sections of aging or failing stormwater infrastructure (Sections 1 through 29). Based on information provided by Kimley-Horn via email on January 15, 2026, the City believes up to four (4) of the 29 repair/replacements are located within or adjacent to critical areas that will require additional environmental permitting, including critical areas delineation, and two (2) of the sites will require a Hydraulic Project Approval (HPA) permit.

GeoEngineers, Inc (GeoEngineers), as a subconsultant to Kimley-Horn, will complete environmental permitting support services including the following tasks:

State Environmental Policy Act (SEPA)

Prepare a SEPA checklist that covers all 29 repair/replacement sections for the project for review and approval by the lead agency (City).

Critical Areas Study

The project repair/replacement sections are located throughout the City. This task includes an assessment and delineation of aquatic critical areas (wetlands and streams) along and adjacent to up to four repair/replacement locations and a single Critical Areas Report covering the four repair/replacement sites to satisfy Kirkland Zoning Code (KZC) 90.110 and other reviews. Specifically, GeoEngineers will:

- Complete a desktop study to identify potential wetlands and watercourses within the project limits based on available public mapping databases for up to four (4) locations.
- Complete a site visit to document occurrence of wetlands or regulated streams within or adjacent to up to four (4) locations.
 - Delineate the ordinary high water mark (OHWM) of any streams or creeks within the right-of-way (ROW) adjacent to these areas.
 - Delineate wetlands within the ROW adjacent to these locations.
 - Document baseline habitat conditions in streams, stream buffers, wetlands and wetland buffers identified within or adjacent to the repair locations.
- Coordinate with the project surveyor to incorporate critical areas delineation onto the project basemap.
- Prepare a draft Critical Areas Report documenting baseline conditions for use by Kimley-Horn and the City, and for use identifying impacts at the repair locations and permitting requirements.
- Finalize the Critical Areas Report with impact tabulation and proposed mitigation once design

plans are available to identify impacts.

Hydraulic Project Approval (HPA)

When working in or near state waters, the Washington Department of Fish and Wildlife (WDFW) requires the completion of an HPA application to obtain an HPA permit. Based on the site-specific information obtained through background review and site visits, GeoEngineers will complete two (2) HPA applications for approval and permitting by WDFW. (Note: WDFW typically requires separate applications for each site.)

Deliverables:

- Critical Areas Report, Draft and Final
- SEPA checklist
- HPA permit application packages (2)

Assumptions:

- City will complete all SEPA noticing. Consultant services is limited to preparing and submitting the SEPA checklist.
- No USACE 404/401 permitting is required and, therefore, is excluded from Consultant's scope of services.

TASK 400 – Design Services

Kimley-Horn will prepare Design documents. Efforts involved in these tasks will include the following:

Preliminary Design:

- Kimley-Horn will gather, review, and compile the publicly available LiDAR topographic information, aerial imagery, and GIS parcel shapefiles for up to twenty-nine (29) sites, as identified in the Attachment A – Vicinity and Area Map, for use in site basemap preparation and preliminary design and for a total approximate length of 5,800 lineal feet.
- Prepare Preliminary Design Plans for storm drain replacement and/or rehabilitation at Sites 1 through 29. It is anticipated the Preliminary Plan Set will contain up to 28 sheets.
- Plans will consist of:
 - Cover
 - Abbreviations and Legend
 - Sheet Layout
 - Storm Drain Plan Sheets (plan view only on LIDAR and aerial photos)
- Prepare planning level Engineer's Opinion of Probable Construction Cost with 30% Contingency (EOPCC)
- Provide QA/QC for Preliminary Design deliverables.
- Conduct Plan-In-Hand walk-through with City Engineering and Operations/Maintenance staff

following Preliminary Design plan and EOPCC submittal, anticipated to be completed over two (2) separate site visits with up to two (2) Kimley-Horn staff.

Final Design (90% Design and Bid-Ready Construction Documents):

- Site visit to review topographic survey.
- Provide Construction Plans including the following sheets. It is anticipated the final Bid-Ready Construction Plan Set will contain up to 60 sheets.
 - Cover
 - General Notes, Abbreviations and Legend
 - Horizontal Control and Sheet Layout
 - Existing Conditions and TESC
 - Storm Bypass Example Plan
 - Storm Drain UV CIPP Rehabilitation Plan Sheets (Plan View Only Based on LIDAR, Aerial Imagery and GIS shape Files – Not Surveyed)
 - Storm Drain Replacement Plan and Profile Sheets (Based on Topographic Survey)
 - Storm Drain Standard Details
 - Roadway Restoration Plan
 - Roadway Restoration Details
 - ADA Ramp Details (up to 6 ramp replacement details assumed).
- Provide Project Contract Documents Manual based on WSDOT Standard Specifications for Municipal Construction incorporating City-provided front end contractual specifications. Kimley-Horn will work with the City to resolve relevant conflicts with the City-provided front-end specifications/General Conditions and project specific Special Provisions.
- Provide EOPCC and Bid Schedule. Kimley-Horn will work with the City during the design process to determine preferred bid items and units.
- Provide permit documentation for up to four project sites as requested by GeoEngineers as follows:
 - JARPA drawings
 - Project Narrative/Project Description
 - Impact quantities for critical areas assessment and permitting materials.
- Quality Assurance/Quality Control (QA/QC) and constructability review at 90% Design and Bid-Ready deliverable stages

Deliverables:

- 90% Design Submittals – PDFs of Plans, Specifications, and EOPCC with contingency, Excel file of EOPCC with quantities broken out by plan sheet. No hard copies will be provided.
- Bid-Ready PS&E – PDFs of Plans, Specifications, and EOPCC, ACAD base file of Plans, Word Documents of Specifications, Excel file of EOPCC with quantities broken out by plan sheet, Excel file of bid schedule. No hard copies will be provided.

Assumptions:

- Kimley-Horn's basemap for preliminary design will not include:
 - Field work to collect boundary and/or existing feature information.
 - Preparation of any type of survey (ALTA, topographic, etc.), plat, or legal descriptions and exhibits.
 - 811 or Private utility locate request.
- Topographic Survey by DHA will begin following Feasibility Memo review and design direction confirmation from city. It is anticipated topographic survey field work will be completed while preliminary design is being completed to expedite schedule to complete design in June 2026.
- ADA Ramp Design will show anticipated demolition limits and ramp style only. Detailed spot elevations and slopes will not be provided. It is anticipated that City of Kirkland's ROW inspector will be onsite during ramp construction.
- No MEF documentation is included in this scope of work. It is anticipated the City of Kirkland will provide any MEF documentation required.

TASK 500 – Easement Support Services

The effort under this task is to provide temporary construction easements as requested by the City in support of the City's public engagement staff. Services under this task are anticipated to include the following:

- Provide support for up to four (4) temporary construction easements.
 - Prepare easement documents for up to four (4) temporary construction easements, using the City's easement template, including legal descriptions and exhibits. Descriptions will be reviewed, signed and sealed by a Washington Professional Land Surveyor.
 - Ordering plat certificates and research of additional parcels legal description for easement efficacy.

Deliverables:

- Up to four (4) Temporary Construction Easements

Assumptions:

- The City will obtain any required Right of Entries (ROE) using City ROE forms.
- The City is responsible for negotiating and recording any necessary temporary construction easements and/or permanent utility easements, including payment of any recording fees.
- Revisions to provided legal descriptions/exhibits may constitute a new issuance due to the level of change required and would be considered an additional service.

TASK 600 – Bidding Support Services

Kimley-Horn will attend the City-led Pre-bid Meeting and assist the City by answering bidder questions and issue up to two (2) addenda. The budget for this task assumes the Pre-bid Meeting is up to two (2) hours attended by up to two (2) Kimley-Horn staff.

Deliverables:

- Up to two (2) Addenda in PDF

Assumptions:

- The City will lead the Pre-bid Meeting, including development of the meeting agenda and issuing meeting minutes.
- The City will advertise the project for bid, upload bid-ready documents to bidding websites, conduct the bid opening and prepare the bid tabulation.

EXCLUSIONS/ASSUMPTIONS:

- Project duration is up to five (5) months.
- The project will be bid in a single bid package.
- The scope presumes storm pipe segments will be rehabilitated via UV CIPP unless infeasible due to existing pipe condition.
- Topographic survey will only be provided for storm pipe segments to be replaced by open cut trenching. For budgeting purposes sites were included for survey based on preliminary indications from the City as noted in the table attached at the end of this scope.
- Design of sites to be rehabilitated via UV CIPP will be completed using available City GIS mapping with aerial imagery, and service connection locations adjusted based on CCTV video.
- City to provide copies of CCTV inspection videos for all storm pipe segments at each site 1 through 29 and any reports for Kimley-Horn's review.
- Storm service laterals from the storm main to the residence are privately owned. No improvements will be made to existing laterals as part of this project.
- City review and concurrence with the Feasibility Review Memo will take 1 week. Preliminary Design development will not advance until the City has provided concurrence or direction on the rehabilitation versus replacement approach at each site.
- Topographic survey will not begin until after City review and concurrence of the Feasibility Review Memo. Preliminary Design will be completed without topographic survey. It is anticipated topographic survey field work and base mapping will be completed while Preliminary Design documents are being developed and reviewed by City staff.
- City review of Preliminary Design and 90% Design will take 2 weeks. One additional design PS&E submittal (Bid-Ready PS&E) will be provided following 90% Design review.
- City to provide and coordinate right-of-entry on private property prior to the design team entering onto the property.

- The City will lead all public communications.
- Survey on private property, if needed, will begin following right-of-entry being granted by all property owners. Right-of-entry to be obtained by the City.
- Traffic control plans will not be developed as part of the Construction Documents. The Contractor will be required to provide traffic control plans.
- Individual site bypassing plans will not be developed. Kimley-Horn will complete design of an example bypass plan to define bypass requirements and considerations. Site specific final bypass plans will be the responsibility of the Contractor and are not included in this scope of services.
- The City will obtain any required City permits.
- The City will be lead agency for SEPA review.
- An HPA will be required and obtained by GeoEngineers for two (2) sites.
- A Department of Ecology Stormwater Permit or NPDES is not required as part of this project.
- Potholing during design is not included. The City requires franchise utilities to pothole their own facilities. The City will provide in-house potholing of City-owned utilities if needed.
- Kimley-Horn will send design plans to franchise utilities for input and feedback on potential utility conflicts.
- Hydraulic modeling, flow monitoring and confirmation of pipe sizing is not included in this scope of services. Any open cut replacement pipe segments will match existing pipe size.
- All stakeholder outreach will be performed by the City's public outreach team.
- Design of construction dewatering is not included in this scope of services.
- Construction phase services, such as observations, administration, RFI responses, submittal reviews, construction meetings, or record drawings are not included with this scope of services.

Any other services, including but not limited to the following, are not included in this Agreement but can be added through a contract modification.

- Shoring design
- Bypass design, beyond the example bypass plan developed under Task 400
- Flow monitoring
- Hydraulic calculations or pipe sizing
- Construction Stormwater Pollution Prevention Plan
- Vactor potholing
- Cathodic protection design
- Record of Survey services
- Geotechnical engineering
- Structural engineering
- Dewatering design



- Traffic Control Plans
- Construction phase services
- Construction funding applications
- Clean Air permitting



SCHEDULE

Below is an approximate schedule for the services included in this contract.

Notice to Proceed	February 18, 2026
Data Collection/Feasibility Review Memo	February 18 – March 4, 2026
City Review (Feasibility Review)	March 5 - 13, 2026
Feasibility Review Meeting/Survey Authorization	March 16, 2026
Survey Services (DHA)	March 16 – April 10, 2026
Environmental Assessment (GeoEngineers)	March 16 – April 10, 2026
Preliminary Design	March 17 – 31, 2026
City Review (Preliminary)	April 1 – 10, 2026
SEPA Checklist Submittal	April 13, 2026
Plan-in-Hand Site Walk-Through with City	April 13, 2026
90% Design	April 16 – May 14, 2026
Submit HPA	May 8, 2026
City Review (90% Design)	May 11 – May 15, 2026
Bid-Ready PS&E	May 18 – June 5, 2026
Bid Advertisement	June 10, 2026
Bid Opening	July 1, 2026
Construction Begins	August 2026



BUDGET SUMMARY

Kimley-Horn will perform the services in Tasks 100 – 200, 400 – 600 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 as necessary. Kimley-Horn rates in Exhibit B apply to this contract and are adjusted on an annual basis.

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 100 – Project Management and Coordination	\$29,000
TASK 200 – Data Collection and Rehabilitation Feasibility Review	\$27,700
TASK 400 – Design Services	\$183,500
TASK 600 – Easement Support Services	\$7,300
TASK 700 – Bidding Support Services	\$8,000
	<i>Kimley-Horn Labor Fee</i>
	\$255,500
TASK 301 – Topographic Survey Services (DHA)	\$52,200
TASK 302 – Additional Survey (DHA)	\$32,200
TASK 303 – Environmental Permitting Services (GeoEngineers)	\$35,400
	<i>Outside Service Fee</i>
	\$119,800
Expenses	\$2,300
	TOTAL: \$ 377,600

Cost Proposal Summary			
City of Kirkland 2026 Annual Replacement of Aging and Failing Infrastructure			
February 13, 2026			
(Costs Rounded to the Nearest \$1.00)			
DIRECT LABOR			
Classification	Estimated Hours	Hourly Rate	Labor Costs
Principal/Sr. PM	107	\$300.00	\$ 32,100
Sr. Professional	188	\$275.00	\$ 51,700
Professional	258	\$235.00	\$ 60,630
Analyst	516	\$210.00	\$ 108,360
Admin Support I	10	\$180.00	\$ 1,800
Admin Support II	6	\$140.00	\$ 840
TOTAL KIMLEY-HORN LABOR	1,085	Total Labor	\$ 255,500
DIRECT EXPENSES			
TOTAL DIRECT EXPENSES			\$ 2,300
OUTSIDE SERVICES (Including 10% markup on subconsultants)			
Topographic Survey Services	(DHA)		\$ 52,200
Additional Survey	(DHA)		\$ 32,200
Environmental Permitting Services	(GeoEngineers)		\$ 35,400
TOTAL OUTSIDE SERVICES			\$ 119,800
Total Direct Labor			\$ 255,500
Total Direct Expenses			\$ 2,300
Total Outside Services			\$ 119,800
TOTAL BASE COST (NOT TO EXCEED)			\$ 377,600
Additional Services Direct Labor			N/A
Additional Services Outside Services			N/A
TOTAL ADDITIONAL SERVICES COST (NTE)			\$ 0
TOTAL PROPOSAL (NTE)			\$ 377,600

Derivation of Hours
City of Kirkland 2026 Annual Replacement of Aging and Failing Infrastructure
February 13, 2026

Task	Description	Principal / Sr. PM	Sr. Professional	Professional	Analyst	Admin Support I	Admin Support II	Total Hrs	
Task 100 - Project Management and Coordination									
	Kick-off Meeting	2	4					6	\$1,700.00
	Coordination with City including weekly meetings	10	20					30	\$8,500.00
	Design Review Meetings with City (3 meetings up to 2 hrs each) and issue minutes	10	12					22	\$6,300.00
	Internal Project Meetings, Team Management and Scheduling	10	10					20	\$5,750.00
	Budget Control and Invoicing		10			10		20	\$4,550.00
	Coordination with Subconsultants		8					8	\$2,200.00
	Task 100 Totals	32	64	0	0	10	0	106	\$29,000.00
Task 200 - Data Collection and Rehabilitation Feasibility Review									
	Request franchise utility record drawings		2	4				6	\$1,490.00
	Review City Information, CCTV Videos, and Franchise Records	2	8		24			34	\$7,840.00
	Site Visit to Each Site to Review Site Constraints	12	12	12				36	\$9,720.00
	Feasibility Review Memo (one version only - no revisions anticipated)		4	8	24			36	\$8,020.00
	QA/QC Feasibility Review Memo (one version only - no revisions anticipated)	2						2	\$600.00
	Task 200 Totals	16	26	24	48	0	0	114	\$27,700.00
Task 300 - Subconsultant Services - see outside services costs									
	Survey Services (DHA)							0	\$0.00
	Additional Survey (DHA)							0	\$0.00
	Environmental Permitting Services (GeoEngineers)							0	\$0.00
	Task 300 Totals	0	0	0	0	0	0	0	\$0.00
Task 400 - Design Services									
	Permit Documentation in Support of GeoEngineers (up to 2 sites)		2		12			14	\$3,070.00
	Prepare Basemap for Non-Surveyed Sites		4	28	48			80	\$17,760.00
	Preliminary Design Plans		8	20	72			100	\$22,020.00
	Planning Level Engineer's Opinion of Probable Construction Costs	1	8	24	16			49	\$11,500.00
	QA/QC Preliminary Design	8						8	\$2,400.00
	Plan-In-Hand Walk Through with City	12		12				24	\$6,420.00
	Site Visit to Review Survey		6	6				12	\$3,060.00
	90% Design Plans	2	24	48	180			254	\$56,280.00
	90% Project Specifications		12	24			4	40	\$9,500.00
	90% Engineer's Opinion of Probable Construction Cost		4	8	32			44	\$9,700.00
	QA/QC 90% Design	16						16	\$4,800.00
	Bid-Ready Design Plans	2	4	16	80			102	\$22,260.00
	Bid-Ready Project Specifications		8	16			2	26	\$6,240.00
	Bid-Ready Engineer's Opinion of Probable Construction Cost		2	4	16			22	\$4,850.00
	QA/QC Bid-Ready Design	12						12	\$3,600.00
	Task 400 Totals	53	82	206	456	0	6	803	\$183,500.00
Task 500 - Easement Support Services									
	Temporary Construction Easement Support Services (up to 4 TCEs)		6	24				30	\$7,290.00
	Task 500 Totals	0	6	24	0	0	0	30	\$7,300.00
Task 600 - Bidding Support Services									
	Attend Pre-bid Meeting	4	4					8	\$2,300.00
	Answer Bidder Questions		4					4	\$1,100.00
	Issue up to two (2) Addenda	2	2	4	12			20	\$4,610.00
	Task 600 Totals	6	10	4	12	0	0	32	\$8,000.00
	TOTALS	107	188	258	516	10	6	1,085	\$255,500.00

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

Direct Expenses
City of Kirkland 2026 Annual Replacement of Aging and Failing Infrastructure
February 13, 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	4	\$ 500.00	\$ 2,000
Total Estimated Outreach Costs			\$ 2,000
TOTAL DIRECT EXPENSES			\$ 2,218