



Memorandum

Date: December 19, 2023
To: Gina Moore, Contract Specialist
From: Stephen Phillips, Jr, Interim Division Manager
Subject: Independent Cost Estimate – Hale Milligan & Associates

Project: Review of Site Plans and Reports

Background:

Snohomish County Planning and Development Services is requesting services in the Land Use & Plan Review Section of the Planning & Development Services On Call List related to review of site plans and reports submitted by applicants for land development permits. The need arises from the volume of applications and staffing shortages. PDS had been unable to hire qualified engineers to replace staff who have retired or transferred to Public Works.

Scope:

The review of site plans and reports will include markups in Bluebeam Revu 20 related to the Snohomish County Code, Snohomish County Drainage Manual and the Engineering Design and Development Standards. Review may include Full Stormwater Site Plans, Targeted Stormwater Site Plans, and related reports. Review may also address road standards. Planning and Development Services will have a project manager to coordinate the transmittal of the project to be followed up with a handoff meeting upon review completion.

Consultant: Hale Milligan & Associates

Hale Milligan & Associates time estimate is 20 hours per review x 68 projects = 1,360 hours

	<u>Billing Rate</u>	<u>Hours</u>	<u>Total</u>
Principal	\$198.00	1,360	\$269,280

Total \$269,280

Additional Costs:

None

Additional Cost total \$0.00

Independent Cost Estimate: \$269,280

Due Date:

Within 2 weeks of receipt of plans and reports for each permit application.

Note: If time estimates per permit application exceed 20 hours, Consultant will notify PDS project manager to discuss any particular challenges with the project.