

**Formal Task Assignment Document**

**SNOHOMISH COUNTY ON-CALL FACILITIES TASK ASSIGNMENT**

Name of Project:            Vehicle Hoists-Fleet Shops  
County Project Manager:   Shawn Weeks  
Discipline Subcategory:   Structural Engineering  
FM Task No.:                SE-006, Amend 1  
Completion Date:            4/5/2025

The County desires to authorize services pursuant to the Master Agreement entered into with CG Engineering and executed on 4/6/22 for Facilities On-Call Consultant Services.

All provisions in the Master Agreement remain in effect except as expressly modified by this Facilities Task Assignment and are incorporated herein by reference.

**ATTACHED TO THIS FACILITIES TASK ASSIGNMENT**

- Scope of Work
- Cost Estimate with Total Hours to Perform Work
- Items unique to the project not included in the Agreement and which are to be reimbursed at cost with no markup.

The **Total Amount Authorized** under this Task Assignment, inclusive of all fees and other costs is **\$5,390.00**. **No other payment shall be allowed unless a Task Assignment Amendment for changed Scope of Work has been signed and authorized before work is performed.**

All work under this Facilities Task Assignment shall be performed pursuant to the terms, conditions, specifications, and limitations contained in the Master Agreement.

If you concur with this Task Assignment and agree to the items as stated above, please sign and date in the appropriate spaces below and return to the County for final action.

\_\_\_\_\_  
*Consultant Signature*

\_\_\_\_\_  
*Approving Authority - Snohomish County*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Date*



July 12, 2024

Lynn Gray, Project Leader  
Snohomish County Facilities and Fleet Management  
3000 Rockefeller Ave M/S 404  
Everett, WA 98201

***RE: New Vehicle Hoists at Cathcart & McDougall Shops Addendum 1***

Dear Ms. Gray:

As discussed, we are requesting an addendum for the Cathcart and McDougall vehicle hoists project. This addendum will cover additional work that was necessary through the design process to provide a plan with dimensions for the contractor for installation of the new concrete foundations in both buildings. In discussions with the contractor that will accomplish the work we now understand that we will need to be more involved in the construction administration than we had originally planned. Specifically, we will need to provide several site inspections during construction to review the epoxy doweling of rebar into the existing concrete slab floors. We will provide the reports for these inspections. We will need to work with the contractor on the mix design for the high early strength of the concrete to decrease the time the lifts are idle. Various other items will be addressed with Requests for Information from the contractor.

**Task 1 Project Management:**

- Manage the CG team to respond to contractor questions and issues.

**Task 2 – Construction Services:**

We will provide structural consultation during the construction phase as requested by the County project manager.

- Respond to contractor questions (RFI's).
- Work with County personnel to schedule the project.
- Approve of contractor submittals and substitutions.

**Assumptions**

- CG will assist with the contractor communication during construction. The County will take the lead in requests for payment from the contractor.
- Site visits during construction are included with observation reports.

**Deliverables**

- RFI responses in email or PDF format.
- Clarification sketches in PDF format.

Sincerely,

**CG Engineering, PLLC**

A handwritten signature in blue ink that reads 'Greg Guillen'.

Greg Guillen, PE, SE,  
Principal

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**CG Engineering Fee Estimate**

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**Date:** July 12, 2024  
**For:** Snohomish County  
**Project:** New Vehicle Hoists at Cathcart & McDougall Shops

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**Task 1 - Project Management**

<u>Job Classification</u>	<u>Hours</u>	<u>Billing Rate</u>	<u>Total</u>
Principal	2	\$ 235.00	\$470.00
Associate Principal	2	\$ 220.00	\$440.00
<b>Total Labor Task 1</b>			<b>\$910.00</b>

**Task 2 - Construction Administration Services**

<u>Job Classification</u>	<u>Hours</u>	<u>Billing Rate</u>	<u>Total</u>
Principal	5	\$ 235.00	\$1,175.00
Associate Principal	2	\$ 220.00	\$440.00
Structural Engineer II	15	\$ 145.00	\$2,175.00
CAD Drafter II	6	\$ 115.00	\$690.00
<b>Total Labor Task 2</b>			<b>\$4,480.00</b>

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**Total \$5,390.00**

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