

## Formal Task Assignment Document

### 2023 – 2025 SNOHOMISH COUNTY ON-CALL TASK ASSIGNMENT

Name of Project: Review of Stormwater and Subdivision Site Plans and Reports  
Project Number: PDS  
Discipline: Planning & Development Services  
Task No.: PDS Completion Date: 12/31/2025

The COUNTY desires to authorize services pursuant to the AGREEMENT entered into with **David Evans and Associates, Inc.**, and executed on December 16, 2022, as amended by Supplement No. 1 on November 7, 2023 and identified as Agreement No. **OCC23/3-2(K)**, On-Call Consultant Services for **Land Use and Plan Review**.

All provisions in the AGREEMENT remain in effect except as expressly modified by this TASK ASSIGNMENT and are incorporated herein by reference.

### ATTACHED TO THIS 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.

Original Task Assignment Total: **\$24,622.24**  
Previous Task Amendment Total: **\$418,896.56**  
Current Task Amendment Total: **\$185,092.00**  
Total Task Assignment Not to Exceed: **\$628,610.80**

**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 TASK ASSIGNMENT shall be performed pursuant to the terms, conditions, specifications, and limitations contained in the 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*

9/25/2024

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

\_\_\_\_\_  
*Approving Authority*

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



**DAVID EVANS  
AND ASSOCIATES INC.**

August 30, 2024

Stephen Phillips, Jr. PLS  
Division Manager, Engineering Services  
Snohomish County Planning & Development Services  
3000 Rockefeller Ave, M/S 604  
Everett, WA 98026

**SUBJECT: Review of Stormwater and Subdivision Site Plans and Reports**

Dear Mr. Phillips,

This letter requests a budget amendment to our existing task order for the review of site plans and reports submitted by applicants for land development permit applications. The purpose of the review is to determine the applicant's compliance with the Snohomish County Code, Snohomish County Drainage Manual and the Engineering Design and Development Standards, which is required before a land development permit may be issued. This review is part of the Planning & Development Services permit review process. The specific tasks and assumptions are as described most recently in our letter dated May 1, 2024.

The attached project cost estimate uses Billing Rates Per Hour under 2024-2025 Fee Schedule executed 8/14/2024.

If you have any questions about the Scope of Work, please contact me by phone at (425) 586-9769 or by email at [aow@deainc.com](mailto:aow@deainc.com).

Sincerely,

**DAVID EVANS AND ASSOCIATES, INC.**

Anthony Wilen, PE  
Senior Associate/Project Manager

Copies: File  
Attachments/Enclosures: Project Cost Estimate  
Project Number: SCWX0000-0203  
File Path: P:\S\SCWX00000203\0000CON\0010Proposals\David Evans Scope Letter Amendment 3 v2.docx

**Consultant Cost Estimate**  
**David Evans and Associates, Inc.**

Date: August 30, 2024  
For: **Snohomish County Planning & Development Services**  
Project: Review of Stormwater and Subdivision Site Plans and Reports  
Amendment: 3

**TASK 1 - Project Management and Coordination**

Job Classification	Hours	Billing Rate	Total
Project Manager V	6	\$ 300.00 ✓	\$ 1,800.00
Engineer V	36	\$ 225.00 ✓	\$ 8,100.00
Administrative Assistant IV	26	\$ 125.00 ✓	\$ 3,250.00
Project Accountant III	10	\$ 120.00 ✓	\$ 1,200.00
			<u>\$ 14,350.00</u>

Task 1 Labor: \$ 14,350.00

**TASK 2 - Application Materials Review Services**

Job Classification	Hours	Billing Rate	Total
Engineer V	312	\$ 225.00 ✓	\$ 70,200.00
Engineer IV	312	\$ 180.00 ✓	\$ 56,160.00
Engineer Designer II	312	\$ 140.00 ✓	\$ 43,680.00
			<u>\$ 170,040.00</u>

Task 2 Labor: \$ 170,040.00

**REIMBURSABLES**

Type	Quantity	Unit Cost	
Mileage	200 mi.	\$ 0.670	\$ 134.00
Parking	78 days	\$ 6.00	\$ 468.00
Courier	4	\$ 25.00	\$ 100.00
			<u>\$ 702.00</u>

Total Reimbursables: \$ 702.00

**SUBCONSULTANTS:**


Name	Cost	Multiplier
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	\$ -
	\$ -
Total Subconsultants:	<u>\$ -</u>

**TOTAL ESTIMATED COST:**

\$ 185,092.00 ✓

PREPARED BY:



David Evans and Associates, Inc.  
14432 SE Eastgate Way Suite 400  
Bellevue, WA 98007

**CONTRACT COMPLIANT**

Initial DE Date 9/24/24