

RESOLUTION NO. 1510

A RESOLUTION OF THE CITY OF WILSONVILLE EXEMPTING THE CITY FROM COMPETITIVE BIDDING REQUIREMENTS AND AUTHORIZING THE CITY ENGINEER TO SIGN A PROFESSIONAL SERVICES AGREEMENT WITH MONTGOMERY WATSON TO PROVIDE PROFESSIONAL SERVICES AND CONDUCT HYDRAULIC MODELING OF WILSONVILLE'S WATER SYSTEM .

WHEREAS, the City of Wilsonville has established a moratorium on new developments due to water system deficiencies and a lack of capacity; and

WHEREAS, to plan improvements to correct the water system deficiencies, a better understanding of system hydraulics is required; and

WHEREAS, the City Engineer proposes to utilize the experience and expertise of Montgomery Watson to provide the professional services of conduct hydraulic modeling, provide guidance and assistance in water system operations and form a basis for a future Water Master Plan; and

WHEREAS, Montgomery Watson has proposed to develop the model in two phases, both considered vital by the City Engineer, the first phase results meeting short-term informational needs and the second phase addressing long-term needs and providing operational guidance; and

WHEREAS, Montgomery Watson has proposed fees of \$40,000 for the first phase and \$27,500 for the second phase, for a total estimated project cost of \$67,500; and

WHEREAS, these Oregon Revised Statutes 279.011 (5) and Section 2.310 (1) (a) of the Wilsonville Code define public contracts as being other than agreements for professional services. The contract to be awarded is for professional services; and

WHEREAS, Section 2.312 of the Wilsonville Code states that "The Council is hereby designated as a Local Contract Review Board and relative to contract concerns for the City, shall have all the powers granted to the State Contract Review Board"; and

WHEREAS, Section 2.314 (1) of the Wilsonville Code states that "All contracts shall be based upon competitive bid with certain exceptions" which the City interprets to mean public contracts, but in the event it is construed to apply to any contract, the City recites and finds as set forth below; and

WHEREAS, additionally, Section 2.314 (2) of the Wilsonville Code states that "The Board may by resolution exempt other contracts from competitive bidding if it finds (a) the lack of bids will not result in favoritism or substantially diminish competition in awarding the contract; and (b) the exemption will result in substantial cost savings. In

making such finding, the Board may consider the type, cost, amount of the contract, number of persons available to bid, and such other factors as the Board may deem appropriate"; and

WHEREAS, Oregon Revised Statutes 279.015 Competitive Bidding Exemptions also allows exemptions as stated in the City Code; and

WHEREAS, the City Engineer has reviewed the proposed fee of \$67,500 and finds the amount to be fair and reasonable and desires to execute the Professional Services Agreement to allow Montgomery Watson to proceed with hydraulic modeling; and

WHEREAS, these contracts will be funded by a bond anticipation note for which a supplemental budget adjustment will be prepared to increase appropriation authority in the Water Capital Projects Fund.

NOW, THEREFORE THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

1. The City Council, acting as the Local Contract Review Board, does hereby exempt the award of contract for Professional Services for the project outlined herein from competitive bidding and further concludes this award will not diminish competition and will result in substantial cost savings as the results of the hydraulic modeling will allow better decisions on how to eliminate the water moratorium and meet short-term and long-term water system needs.

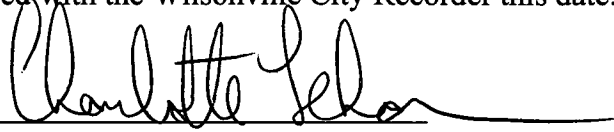
2. The City Council, serving as a Local Contract Review Board, does hereby approve and authorize the City Engineer to sign a Professional Services Agreement between the City of Wilsonville and Montgomery Watson, a copy of which is marked Exhibit "A", attached hereto and incorporated herein, to provide the professional services in the amount of \$67,500 with authority to increase this amount by 15% for contingency so long as total project costs do not exceed the budget amount.

3. The City Council authorizes the transfer of budget appropriation from project 399, general water projects design and development, to project 339, Troutdale Aquifer Development, in an amount not to exceed \$77,625.

4. Authorized the expenditure of project funds as budgeted or amended from:

<u>ACCOUNT NO.</u>	<u>AMOUNT</u>
530-49130-5000-339	\$77,625

ADOPTED by the Wilsonville City Council at a regular meeting thereof
this 21st day of September, 1998, and filed with the Wilsonville City Recorder this date.



CHARLOTTE LEHAN, Mayor

ATTEST:



SANDRA C. KING, CMC, City Recorder

SUMMARY OF VOTES:

Mayor Lehan	Yes
Councilor Helser	Yes
Councilor Barton	Yes
Councilor Kirk	Yes
Councilor Luper	Yes

EXHIBIT 'A'

CITY OF WILSONVILLE PROFESSIONAL SERVICES AGREEMENT (ORIGINAL FORM IN RED)

THIS AGREEMENT is made and entered into as of the date first indicated on the signature page, by and between the City of Wilsonville, Wilsonville, Oregon, (hereinafter referred to as the "City"), and Montgomery Watson, hereinafter referred to as "Consultant").

WHEREAS, City requires services which Consultant is capable of providing, under terms and conditions hereinafter described; and

WHEREAS, Consultant represents that it is qualified on the basis of specialized experience and technical competence and prepared to provide such services as City does hereinafter require;

NOW, THEREFORE, in consideration of those mutual promises and the terms and conditions set forth hereafter, the parties agreed as follows:

A. Term

The term of this Agreement shall be from the date of execution by both parties until tasks required hereunder are complete and accepted, unless earlier terminated in accordance herewith.

B. Consultant's Services

- B.1 The scope of Consultant's services and time of performance under this Agreement are set forth in Exhibit A. All provisions and covenants contained in Exhibit A are hereby incorporated by reference and shall become a part of this Agreement as if fully set forth herein.
- B.2 All written documents, drawings, and plans submitted by Consultant and intended to be relied on for the project shall bear the signature, stamp or initials of Consultant or Consultant's authorized Project Manager. Any documents submitted by Consultant which do not bear Consultant's signature, stamp or initials or those of the Consultant's authorized Project Manger shall not be relied upon by City. Interpretation of plans and answers to questions covering Plans given by Consultant or Consultant's Project Manager need not be put in writing unless requested by the City and may be relied upon by City.
- B.3 All agreements on the Consultant's part are contingent upon, and the Consultant shall not be responsible for damages or be in default or be deemed to be in default by reason of delays in performance due to third party: strikes, lockouts, accidents; acts of God; other delays unavoidable or beyond the Consultant's reasonable control, or due to shortages or unavailability of labor at established area wage rates or delays caused by failure of the City or City's agents to furnish information or to approve or disapprove the Consultant's work promptly, or due to late or slow, or faulty performance by the City, other contractors, other consultants not under Consultant's control or governmental agencies, the performance of whose work is precedent to or concurrent with the performance of the Consultant's work. In the case of the happening of any such cause of delay, the time of completion shall be extended

accordingly.

B.4 The existence of this Agreement between City and Consultant shall not be construed as City's promise or assurance that Consultant will be retained for future services unrelated to this public works project.

B.5 Consultant shall maintain confidentiality of any private confidential information and any public information which is exempt from disclosure under state or federal law to which the Consultant may have access by reason of this Agreement. Consultant warrants that its employees assigned to work on services provided in this Agreement shall maintain confidentiality. All agreements with respect to confidentiality shall survive the termination or expiration of this Agreement.

C. City's Responsibilities

C.1 The scope of City's responsibilities, including those of its Project Manager, are set forth in Exhibit B, which is attached hereto and incorporated herein.

C.2 City certifies that sufficient funds are available and authorized for expenditure to finance costs of this Agreement.

D. Compensation

D.1 Except as otherwise set forth in this subsection D, City agrees to pay Consultant not more than -\$67,500- for performance of those services provided hereunder. However, compensation may be less than such maximum amount and shall be actually determined on an hourly basis as shown on the Rate Schedule attached as Exhibit C which is attached hereto and incorporated herein. Compensation shall be only for actual hours worked on this project and related direct expenses. Consultant shall furnish with each bill for services an itemized statement showing the amount of hours devoted to the project by Consultant as well as any agents or employees of Consultant and any direct expenses.

D.2 During the course of Consultant's performance, if City or its Project Manager specifically requests Consultant to provide additional services which are beyond the scope of the services described on Exhibit A, Consultant shall provide such additional services and bill the City at the hourly rates outlined on the attached Standard Hourly Rate Schedule, provided the parties comply with the requirements of Section R. No compensation for additional services shall be paid or owing unless both parties specifically agree to such additional compensation and services.

D.3 Unless expressly set forth on Exhibit A as a reimbursable expense item, Consultant shall only be entitled to the compensation amount specified in subsections D.1 and D.2. Only those reimbursable expenses which are set forth on Exhibit A and itemized on Consultant's bills for services shall be the basis for which payment of those expenses by City shall be owing.

D.4 4 Except for amounts withheld by City pursuant to this agreement, Consultant will be paid for services for which an itemized bill is received by City within 30 days.

D.5 City shall be responsible for payment of required fees, payable to governmental agencies including, but not limited to plan checking, land use, zoning and all other similar fees resulting from this project, and not specifically covered by Exhibit A.

D.6 Consultant's compensation rate includes but is not limited to salaries or wages plus fringe benefits and contributions including payroll taxes, workers' compensation

insurance, liability insurance, pension benefits and similar contributions and benefits.

D.7 In the event Consultant's responsibilities as described on Exhibit A have been separated into two or more phases, then Consultant shall not be entitled to any compensation for work performed directly on a later category of responsibilities unless and until City specifically directs that Consultant proceed with such work.

E. City's Project Manager

City's Project Manager is James D. Porter, P.E. City shall give Consultant prompt written notice of any redesignation of its Project Manager.

F. Consultant's Project Manager

Consultant's Project Manager is Joe Glicker, P.E. In the event that Consultant's designated Project Manager is changed, Consultant shall give City prompt written notification of such redesignation. In the event that City receives any communication from Consultant of whatsoever nature which is not executed by Consultant's designated Project Manager, City may request clarification by Consultant's Project Manager, which shall be promptly furnished.

G. Project Information

City shall provide full information regarding its requirements for the Project. Consultant agrees to share all project information, to fully cooperate with all corporations, firms, contractors, public utilities, governmental entities, and persons involved in or associated with the Project. No information, news or press releases related to the Project, whether made to representatives of newspaper, magazines or television and radio stations, shall be made without the authorization of City's Project Manager.

H. Duty to Inform

If at any time during the performance of this Agreement, or any future phase of this Agreement for which Consultant has been retained, Consultant becomes aware of actual or potential problems, faults or defects in the project or any portion thereof, any nonconformance with the federal, state or local law, rule, or regulation, or has any objection to any decision or order made by City with respect to such laws, rules or regulations, Consultant shall give prompt written notice thereof to City's Project Manager. Any delay or failure on the part of City to provide a written response to Consultant shall neither constitute agreement with nor acquiescence to Consultant's statement or claim, nor constitute a waiver of any of City's rights.

I. Consultant is Independent Contractor

I.1 Consultant shall be and herein declares that it is an independent contractor for all purposes and shall be entitled to no compensation other than compensation provided for under paragraph D of this Agreement. Consultant binds itself, its partners, officers, successors, assigns and legal representatives to the City. Consultant shall be completely independent and solely determine the manner and means of accomplishing the end result of this Agreement, and City does not have the right to control or interfere with the manner or method of accomplishing said results. City, however, has the right to specify and control the results of the Consultant's responsibilities.

I.2 Subcontracting: City understands and agrees that only those special consulting services identified on Exhibit A may be performed by those persons identified on Exhibit A and not by Consultant. Consultant acknowledges such services are provided

to City pursuant to a subcontract(s) between Consultant and those who provide such services. Consultant may not utilize any subcontractors or in any way assign its responsibility under the Agreement without first obtaining the express written consent of the City.

- I.3 Consultant shall be responsible for and indemnify and defend City against any liability, cost or damage arising out of Consultant's use of such subcontractor(s) and subcontractor's negligent acts, omissions, or errors. Subcontractors will be required to meet the same insurance requirements of Consultant under this Agreement. Unless otherwise specifically agreed to by City, Consultant shall require that subcontractors also comply with and be subject to the provisions of this Section I.
- I.4 Consultant shall make prompt payment of any claim for labor, materials or services furnished to the Consultant by any person in connection with this Agreement as such claim becomes due. Consultant shall not permit any lien or claim to be filed or prosecuted against the City on account of any labor or material furnished to or on behalf of the Consultant. If the Consultant fails, neglects or refuses to make prompt payment of any such claim, the City may pay such claim to the person furnishing the labor, materials or services and charge the amount of the payment against funds due or to become due the Consultant under this Agreement.
- I.5 No person shall be employed under the terms of this agreement as described herein in violation of all wage and hour laws.
- I.6 Consultant shall make prompt payment as due to any person, co-partnership, association or corporation, furnishing medical, surgical and hospital care or other needed care and attention, incident to sickness or injury, to the employees of such Consultant of all sums which the Consultant agrees to pay for such services and all monies and sums which the Consultant collected or deducted from the wages of employees pursuant to any law, contract or agreement for the purpose of providing or paying for such service.
- I.7 Should Consultant elect to utilize employees on any aspect of this Agreement, Consultant shall be fully responsible for payment of all withholding required by law, including but not limited to taxes, including payroll, income, Social Security (FICA) and Medicaid. Consultant shall also be fully responsible for payment of salaries, benefits, taxes, Industrial Accident Fund contributions and all other charges on account of any employees. Consultant shall pay to the Department of Revenue all sums withheld from employees pursuant to ORS 316.167. All costs incident to the hiring of assistants or employees shall be Consultant's responsibility. Consultant shall indemnify, defend and hold City harmless from claims for payment of all such expenses. Unless otherwise expressly set forth on Exhibit A as a reimbursable expense item, specific costs associated with items set forth in this paragraph shall be deemed as fully and conclusively included in the rate upon which consultants compensation is based.
- I.8 No person shall be denied or subjected to discrimination in receipt of the benefits of any services or activities made possible by or resulting from this Agreement on the grounds of sex, race, color, creed, marital status, age, disability or national origin. Any violation of this provision shall be grounds for cancellation, termination or suspension of the Agreement in whole or in part by the City.

J. Indemnity and Insurance

- J.1 Consultant acknowledges responsibility for liability arising out of the performance of this Agreement and the attachments thereto only and shall hold City harmless from and indemnify City of any and all liability, settlements, loss, costs and expenses in connection with any action, suit, or claim resulting or allegedly resulting from Consultant's negligent acts, omissions, errors or willful misconduct provided pursuant to this Agreement or from Consultant's failure to perform its responsibilities as set forth in this agreement. The review, approval or acceptance by City, its Project manager or City of Wilsonville employees of documents or other work prepared or submitted by Consultant shall not relieve Consultant of its responsibility to provide such materials in full conformity with City's requirements as set forth in this Agreement and to indemnify City from any and all costs and damages resulting from Consultant's failure to adhere to the standard of performance described in Section J.2.3. The provisions of this section shall survive termination of this Agreement. City agrees to indemnify and hold Consultant harmless from liability, settlements, losses, costs, and expenses in connection with any action, suit or claim resulting or allegedly resulting from City's negligent acts, omissions or from its willful misconduct as governed by ORS Chapter 30.
- J.2 Insurance Requirements and Consultant's Standard of Care.
- J.2.1 Consultant shall provide City with evidence of the following insurance coverages prior to the commencement of the work. A copy of each insurance policy, issued by a company currently licensed in the State of Oregon, and certified as a true copy by an authorized representative of the issuing company or at the discretion of the City, in lieu thereof, a certificate in a form satisfactory to City certifying to the issuance of such insurance shall be furnished to City. Unless specifically set forth on Exhibit A, expenses relating to the cost of insurance shall not be the basis for additional reimbursement to Consultant.
- J.2.2 The City agrees that in accordance with generally accepted construction practices, the construction contractor will be required to assume sole and complete responsibility for job site conditions during the course of construction of the project, including safety of all persons and property.
- J.2.3 In the performance of its professional services, the Consultant shall use that degree of care and skill ordinarily exercised under similar circumstances by reputable members of its profession practicing in the Portland Metropolitan Area. The Consultant will reperform any services not meeting this standard without additional compensation. Consultant's reperformance of any services, even if done at City's request, shall not be considered as a limitation or waiver by City of any other remedies or claims it may have arising out of consultant's failure to perform in accordance with the applicable standard of care or this Agreement.
- J.2.4 Consultant shall furnish the City a certificate evidencing the date, amount and type of insurance that has been procured pursuant to this Agreement. All policies shall be written on an "occurrence basis," except for Consultant's Professional Liability Insurance which may be written on a "claims made" basis, provided it shall endeavor to be maintained in full force for not less than four (4) years following Consultant's performance under this Agreement. All policies shall provide for not less than 30 days' written notice to the City before they may be revised, non-renewed, or canceled. The Consultant shall

endeavor to provide for not less than 30 days' written notice to the City before the policy coverage may be reduced. Excepting professional liability and worker's compensation coverage, all policies shall provide an endorsement naming the City, its officers, employees and agents as additional insureds. In the event the policy lapses during performance, the City may: treat said lapse as a breach; terminate this Agreement and seek damages; withhold progress payments without impairing obligations of Consultant to proceed with work; pay an insurance carrier (either Consultants' or a substitute) the premium amount and withhold that amount from payments; and, use any other remedy provided by this Agreement or by law.

- J.2.5 Insurance Requirements. The Consultant, its subcontractors, if any, and all employers working under this Agreement are subject employers under the Oregon Worker's Compensation Law and shall comply with ORS 656.017 which requires them to provide workers' compensation coverage for all their subject workers. The Consultant will maintain throughout this Agreement the following insurance:
- J.2.5.1 Workers' compensation and employers liability insurance as required by the State where the work is performed.
 - J.2.5.2 Comprehensive automobile and vehicle liability insurance covering claims for injuries to members of the public and/or damages to property of others arising from the use of motor vehicles, including on-site and off-site operations, and owned, non-owned, or hired vehicles, with \$500,000 combined single limits.
 - J.2.5.3 Commercial general liability insurance covering claims for injuries to members of the public or damage to property of others arising out of any covered negligent act or omission of the Consultant or of any of its employees, agents or subcontractors, with \$1,000,000 per occurrence and in the aggregate.
 - J.2.5.4 Professional liability insurance of \$500,000 per occurrence and in the aggregate, including contractual liability coverage. If Consultant proposes using subcontractors, in addition to any other requirements of this Agreement, City may require subcontractors to provide Professional Liability Insurance, provided the amount and form of coverage complies with the requirements of paragraphs J.2.1, J.2.2, J.2.3, J.2.4 and J.2.5.4.
 - J.2.5.5 City will be named as an additional insured with respect to Consultant's liabilities hereunder in insurance coverages identified in items J.2.5.2 and J.2.5.3.
- J.2.6 The coverage provided by these policies shall be primary and any other insurance carried by City is excess. Consultant shall be responsible for any deductible amounts payable under all policies of insurance. In the event a dispute arises between City and Consultant for which Consultant has obtained insurance, the maximum amount which may be withheld by City for all such claims shall be no more than the amount of the applicable insurance deductible.

K. Early Termination

- K.1 This Agreement may be terminated prior to the expiration of the agreed upon terms:
 - K.1.1 By mutual written consent of the parties;
 - K.1.2 By City for any reason within its sole discretion, effective upon delivery of written notice to Consultant by mail or in person; and
 - K.1.3 By Consultant, effective upon seven days prior written notice in the event of substantial failure by the City to perform in accordance with the terms through no fault of the Consultant.
- K.2 If City terminates the Agreement in whole or in part due to default or failure of Consultant to perform services in accordance with this Agreement, City may procure, upon reasonable terms and in a reasonable manner, services similar to those so terminated. In addition to any other remedies the City may have, Consultant shall be liable for all costs and damages incurred by City in procuring such similar service, and the Contract shall be in full force to the extent not terminated.
- K.3 If City terminates the Agreement for its own convenience, payment of Consultant shall be prorated to and include the day of termination and shall be in full satisfaction of all claims by Consultant against City under this Agreement.
- K.4 Termination under any provision of this paragraph shall not affect any right, obligation or liability of Consultant or City which accrued prior to such termination. Consultant shall surrender to City items of work or portions thereof, referred to in Paragraph O for which Consultant has received payment, or City has made payment. City retains the right to elect whether or not to proceed with actual construction of the project.

L. Suspension of Work

City may suspend, delay or interrupt all or any part of the work for such time as the City deems appropriate for its own convenience by giving written notice thereof to Consultant. An adjustment in the time of performance or method of compensation shall be allowed as a result of such delay or suspension unless the reason for the delay is within the Consultant's control. City shall not be responsible for work performed by any subcontractors after notice of suspension is given by City to Consultant. Should the City suspend, delay or interrupt the work and the suspension is not within the Consultant's control, then the City shall extend the time of completion by the length of the delay and the method of compensation shall be adjusted to reflect the Consultant's increase or decrease in its standard hourly rates.

M. Subconsultants and Assignments

- M.1 Unless expressly authorized in Exhibit A or Paragraph I of this Agreement, Consultant shall neither subcontract with others for any of the work prescribed herein, nor assign any of Consultant's rights acquired hereunder without obtaining prior written approval from City. Work may be performed by persons other than Consultant, provided Consultant advises City of the names of such subcontractors and the work which they intend to perform and the City specifically agrees thereto. Consultant acknowledges such services are provided to City pursuant to a subcontract(s) between Consultant and subcontractor(s). Except as otherwise provided by this Agreement, City incurs no liability to third persons for payment of any

compensation provided herein to Consultant. Any attempted assignment of this contract without the written consent of City shall be void. Except as otherwise specifically agreed, all costs for services performed by others on behalf of Consultant shall not be subject to additional reimbursement by City.

M.2 City shall have the right to let other agreements be coordinated with this Agreement. Consultant shall cooperate with other firms, engineers or subconsultants on the project and the City so that all portions of the project may be completed in the least possible time within normal working hours. Consultant shall furnish other engineers and subconsultants and affected public utilities, whose designs are fitted into Consultant's design, detail drawings giving full information so that conflicts can be avoided.

N. Access to Records

City shall have access upon request to such books, documents, receipts, papers and records of Consultant as are directly pertinent to this Agreement for the purpose of making audit, examination, excerpts, and transcripts for a period of four (4) years unless within that time City specifically requests an extension. This clause shall survive the expiration, completion or termination of this Agreement.

O. Work is Property of City

A. Originals or Certified copies of the original work forms, including but not limited to documents, drawings, tracings, surveying records, mylars, papers, diaries, inspection reports and photographs, performed or produced by Consultant under this Agreement shall be the exclusive property of City and shall be delivered to City prior to final payment. Any statutory or common law rights to such property held by Consultant as creator of such work shall be conveyed to City upon request without additional compensation. Upon City's approval and provided City is identified in connection therewith Consultant may include Consultant's work in its promotional materials. Drawings may bear a disclaimer releasing the Consultant from any liability for changes made on the original drawings and for reuse of the drawings subsequent to the date they are turned over to the City.

B. Consultant shall not be held liable for any damage, loss, increased expenses or otherwise caused by or attributed to the reuse, by City or their designees, of all work performed by Consultant pursuant to this contract without the express written permission of the Consultant.

C. City agrees it will indemnify and hold Consultant harmless for all losses or damages that may arise out of the reuse of specific engineering designs incorporated into extensions, enlargements or other projects, without the express written permission of the Consultant.

P. Law of Oregon

The Agreement shall be governed by the laws of the State of Oregon. The Agreement provisions required by ORS Chapter 279 to be included in public agreements are hereby incorporated by reference and shall become a part of this Agreement as if fully set forth herein.

Consultant shall adhere to all applicable federal and state laws, including but not limited to laws, rules, regulations, and policies concerning employer and employee relationships, workers' compensation, and minimum and prevailing wage requirements. Any certificates, licenses or permits which Consultant is required by law to obtain or maintain in order to perform work described on Exhibit A, shall be obtained and maintained throughout the term of this Agreement.

Q. Adherence to Law

Consultant shall adhere to all applicable federal and state laws, including but not limited to laws, rules, regulations, and policies concerning employer and employee relationships, workers' compensation, and minimum and prevailing wage requirements. Any certificates, licenses or permits which Consultant is required by law to obtain or maintain in order to perform work described on Exhibit A, shall be obtained and maintained throughout the term of this Agreement.

R. Modification

Any modification of the provisions of this Agreement shall not be enforceable unless reduced to writing and signed by both parties. A modification is a written document, contemporaneously executed by City and Consultant, which increases or decreases the cost to City over the agreed sum or changes or modifies the scope of service or time of performance. No modification shall be binding unless executed in writing by Consultant and City. In the event that Consultant receives any communication of whatsoever nature from City, which communication Consultant contends to give rise to any modification of this Agreement, Consultant shall, within thirty (30) days after receipt, make a written request for modification to City's Project Manager. Consultant's failure to submit such written request for modification in the manner outlined herein may be the basis for refusal by the City to treat said communication as a basis for modification. In connection with any modification to the contract affecting any change in price, Consultant shall submit a complete breakdown of labor, material, equipment and other costs. If Consultant incurs additional costs or devotes additional time on project tasks which were reasonably expected as part of the original agreement or any mutually approved modifications, then City shall be responsible for payment of only those costs for which it has agreed to pay.

S. Other Conditions

S.1 Except as otherwise provided in paragraphs S.1.1, S.1.2, and S.1.3 Consultant represents and agrees that the contract specifications and plans, if any, prepared by the Consultant will be adequate and sufficient to accomplish the purposes of the project; and further, that any review or approval by the owner of the plans and specifications shall not be deemed to diminish the adequacy of Consultant's work.

S.1.1 Subsurface Investigations. In soils, foundation, ground water, and other subsurface investigations, the actual characteristics may vary significantly between successive test points and sample intervals and at locations other than where observations, exploration, and investigations have been made. Because of the inherent uncertainties in subsurface evaluations, changed or unanticipated underground conditions may occur that could affect total Project cost and/or execution. These conditions and cost/execution effects are not the responsibility of the Consultant.

S.1.2 Opinions of Cost, Financial Considerations, and Schedules. In providing opinions of cost, financial analyses, economic feasibility projections, and schedules for the Project, Consultant has no control over cost or price of labor and materials; unknown or latent conditions of existing equipment or structures that may affect operation or maintenance costs; competitive bidding procedures and market conditions; time or quality of performance by third parties; quality, type, management, or direction of operating personnel; and other economic and operational factors that may materially affect the ultimate Project cost or schedule. Therefore, Consultant makes no warranty that Owner's actual Project costs, financial aspects, economic feasibility, or schedules will not vary from Engineer's opinions, analyses, projections, or estimates.

S.1.3 Record Drawings. Record drawings, if required, will be prepared, in part, on the basis of information compiled and furnished by others, and may not always represent the exact location, type of various components, or exact manner in which the Project was finally constructed. Consultant is responsible for any errors or omissions about which the Consultant knew or should have known in the information from those employees or firms employed by the Consultant under the terms of the contract as stated therein that is incorporated into the record drawings.

S.2 Notwithstanding any acceptance or payments, City shall not be precluded or stopped from recovering from Consultant, or its insurer or surety, such damages as may be sustained by reason of Consultant's failure to comply with the terms of this Agreement. A waiver by City of any breach by Consultant shall not be deemed to be a waiver of any subsequent breach by Consultant.

T. Integration

This Agreement, including but not limited to Exhibits and Consultant's proposal submitted to City contains the entire and integrated agreement between the parties and supersedes all prior written or oral discussions, representations or agreements. In case of conflict among these documents the provisions of this Agreement shall control.

U. Miscellaneous / General

Consultant binds itself, its partners, officers, successors, assigns and legal representatives to the City under the terms and conditions of this agreement as described herein.

The CONSULTANT and the CITY hereby agree to all provisions of this AGREEMENT.

IN WITNESS WHEREOF, the parties by their signatures below enter into this Agreement this
21ST day of SEPTEMBER, 19 98.

CONSULTANT:

CITY OF WILSONVILLE:

Name of Firm

By _____
Michael A. Stone
City Engineer

By _____
Typed or
Printed Name: _____

Attest:

Title: _____

Sandra C. King
City Recorder

Mailing
Address: _____

Mailing
Address:
30000 SW Town Center Loop East
Wilsonville, OR 97070

Approved as to form:

Employer I.D. No. _____

Michael E. Kohlhoff
City Attorney



MONTGOMERY WATSON

August 17, 1998

Mr. Mike Stone
City Engineer
City of Wilsonville
30000 SW Town Center Loop E
Wilsonville, OR 97070



Subject: Scope of Work for Hydraulic Modeling

Dear Mike:

Attached is a proposed Scope of Work and Budget for conducting hydraulic modeling of the City of Wilsonville's water system. This hydraulic model will be able to be used to:

- Provide planning answers to questions of how the water system must be configured and operated with various potential water sources that the City is considering.
- Form the basis for conducting a future Master Plan of capital improvements needed in the system to support ongoing growth and development.
- Provide a tool to evaluate the specific impacts and needs resulting for specific development proposals.
- Provide guidance and assistance in operating the water system.

The Scope and Budget has been prepared based on our understanding of your requirements through conversations over the last few weeks. While Phase II of the work is dependent on completing Phase I, Phase II does not have to be completed in order to obtain the answers to the near-term questions that the City is facing.

Please review the Scope and Budget and let me know if there are any comments.

Please let me know how you wish to proceed contractually for this work. We can either modify our existing agreement with the City or prepare a new agreement, whichever you wish. Also please let me know whether or not you want to include Phase II in the contract and Scope.

Look forward to working with you on this project.

Sincerely,

Joe Glicker, P.E.
Vice President

Cc: D. McPherson, J. Work

**SCOPE OF WORK
CITY OF WILSONVILLE
HYDRAULIC MODELING**

This Scope of Work is developed to provide the City of Wilsonville with a hydraulic model which can be used to:

- Provide planning answers to questions of how the water system must be configured and operated with various potential water sources that the City is considering.
- Form the basis for conducting a future Master Plan of capital improvements needed in the system to support ongoing growth and development.
- Provide a tool to evaluate the specific impacts and needs resulting for specific development proposals.
- Provide guidance and assistance in operating the water system.

The Scope of Work is divided into two phases. Phase I prepares a steady-state model that is adequate for planning purposes. This model is then used to evaluate system configuration needs that result from the various water sources the City is considering. Phase II prepares an Extended Period Simulation and Water Quality model that can be used to specifically evaluate water quality changes and provide operational assistance.

PHASE I

TASK 1.0 DEVELOP STEADY-STATE HYDRUALIC MODEL

Task 1.1 Develop Water Demands

The existing information on population, water use, and water use projections for the City of Wilsonville will be collected. This information includes the current water demands, demand forecasts prepared in the Regional Water Supply Plan, recent demand forecasts prepared by the City of Portland for the region, and the City's recent demand forecasts prepared during consideration of a building moratorium. Based on these existing sources of demand information, the recommended City-wide demand forecast will be identified. Demands will be identified for the current population, and for the expected demands in the years 2020 and 2050.

The City-wide demand forecast will be then allocated as model inputs across the City based on land use zoning and existing tax lot information. Information on the largest water users will be utilized to adjust allocations between residential, commercial and industrial areas. The demands will be allocated to specific nodes developed in the hydraulic model in Task 1.1.

Deliverables:

Montgomery Watson

A Technical Memorandum summarizing the current water demands and the demand forecast for the City of Wilsonville, the basis for that forecast, and the basis for allocation of demands to nodes in the hydraulic model.

Wilsonville

Information on demand forecasts and meter records on large water users.

Task 1.2 Develop Hydraulic Model

As requested by the City, the hydraulic model will be developed in H2ONET with an AUTOCAD base map. Base map format will be provided by the City. The hydraulic model to simulate Wilsonville's existing infrastructure will be developed. The model will be developed in sufficient detail to analyze system performance. It is anticipated that the model will include all 8" pipes, most 6" pipes and any 4" where their inclusion is required to close loops in the model. Approximately 600 pipes and nodes are expected for the model. The model shall be expandable to all pipes in the system in the future. Any data base information on age of pipe, material, or other relevant information which is provided will be incorporated into the model if provided at the time of model development.

The projected water demands developed in Task 1.1 will be allocated to specific nodes in the model for evaluation of the water system's performance under current and future projected water demands.

Deliverables:

Montgomery Watson

A computer disk with the hydraulic model of the Wilsonville water system.

Wilsonville

Hard copy and electronic copy of water system pipelines and information on pipeline diameter, material, age and condition.

Task 1.3 Calibrate Hydraulic Model

The hydraulic model developed in Task 1.2 will be calibrated. It is desirable to obtain calibration data at higher flows. Due to the project schedule, it is unlikely that calibration

can occur at peak day flows in 1998. However, every effort will be made to obtain calibration data on a day of high flow rates. Calibration requires the field collection of pressure, water demand data, and facility operating settings and levels over a given operating period at a number of sites. Data collection will occur at a minimum of 10 sites. It is assumed that Montgomery Watson will prepare the plan for calibration data collection, prepare data collection forms and conduct a training session for Wilsonville personnel on calibration data collection. Then, Wilsonville personnel will collect the actual field data. Once the field calibration data is collected, Montgomery Watson will refine the hydraulic model and test runs to verify the model's accuracy will be conducted.

Deliverables:

Montgomery Watson

A field calibration data collection plan, including forms. A training session on field data collection. A refined hydraulic model.

Wilsonville

Collection of field calibration data as defined by the data collection plan.

TASK 2.0 EVALUATE POTENTIAL WATER SOURCES

Using the calibrated hydraulic model prepared in Task 1.0, Montgomery Watson will evaluate the impacts of up to five water supply scenarios on the water system configuration. These supply scenarios include:

- Addition of supply from the Troutdale Aquifer.
- Provision of supply from the City of Portland through the City of Tualatin's system.
- Provision of supply from the City of Portland via a new transmission pipeline.
- Addition of a Willamette Water Treatment Plant located at the Riverfront site.
- Additional scenario as defined by the City.

The necessary pipeline, pumping and other system configuration requirements for each supply source will be determined. Preliminary, planning-level cost estimates for any required capital improvements will be provided. Results of the analysis will be summarized in a Technical Memorandum provided to the City.

Deliverables:

Montgomery Watson

Draft and final Technical Memorandum summarizing the results of the evaluation of the impacts of potential water sources on the City's water system.

TASK 3.0 PROJECT MANAGEMENT AND TRAINING

Monthly progress reports summarizing work accomplished, work planned for the upcoming month, budget status, and any issues or problems to resolve, will be prepared and provided with the monthly invoice.

Two training sessions of four hours each on the use of the hydraulic model will be provided to the City.

Deliverables:

Montgomery Watson

Monthly reports and two, four hour training sessions on model use.

PHASE II

The steady-state hydraulic model that is prepared in H2ONET for the City of Wilsonville system under Task 1.0 will be expanded into a Water Quality Model (WQM). The WQM will then be available to determine areas where mixing of water sources may occur, track chlorine residuals in the distribution system, evaluate the operations with respect to residual maintenance, and develop improvements to maintain water quality operating goals.

TASK 4.0 EXTENDED PERIOD SIMULATION MODEL

The steady-state model represents one instant in time. To be used in a water quality model, this steady state model must first be extended to an "extended period simulation" (EPS) model. Under the EPS model, the operation of the system over a 24- hour period is represented and calibrated. Changes in tank levels, flow directions, and other dynamic responses of the system are incorporated into the EPS.

The EPS model will be calibrated using SCADA data and other field information collected over a minimum of a 24-hour period. Pump operation on/off settings, tank levels, pump production, pressure readings and other data will be collected from selected locations in the distribution system.

Montgomery Watson will prepare forms, data collection sheets, spreadsheets and other materials needed to collect the calibration data. Montgomery Watson will provide these materials to Wilsonville and conduct a training session on data collection. Wilsonville staff will then collect all the field data required for the EPS model. Montgomery Watson will be available to assist on-site with data collection for up to 8 hours of effort.

Montgomery Watson will then obtain the field calibration data from Wilsonville and expand the existing H2ONET hydraulic model for the City's system to an EPS model.

From the field and calibration data, diurnal curves will be developed to represent 24-hour demands on the system.

Deliverables:

Montgomery Watson:

Data sheets, forms, spreadsheets and other materials required to collect calibration data. An electronic copy of the calibrated EPS model for loading on Wilsonville's computer system.

Wilsonville:

Collection of field calibration data and entering data on the forms provided by Montgomery Watson

TASK 5.0 WATER QUALITY MODULE

Once the EPS model is calibrated, the next step is to incorporate water quality (chlorine residual) monitoring data. Field chlorine residual measurements will be taken hourly at tanks and other locations within the distribution system. This data will then be incorporated into the water quality module of the EPS model.

Montgomery Watson will identify locations at which chlorine residual data collection is desired and provide data sheets and training for the collection of field calibration data. Wilsonville staff will then collect all the field data required for the water quality module. Montgomery Watson will be available to assist on-site with data collection for up to 8 hours of effort.

Montgomery Watson will then obtain the field calibration data from Wilsonville and expand the EPS hydraulic model for the City's system to a water quality model.

Deliverables:

Montgomery Watson:

Data sheets, forms, spreadsheets and other materials required to collect calibration data. An electronic copy of the calibrated water quality module for loading on Wilsonville's computer system.

Wilsonville:

Collection of field calibration data and entering data on the forms provided by Montgomery Watson.

TASK 6.0 PROJECT MANAGEMENT AND TRAINING

Monthly progress reports summarizing work accomplished, work planned for the upcoming month, budget status, and any issues or problems to resolve, will be prepared and provided with the monthly invoice.

Two training sessions of four hours each on the use of the EPS and WQM will be provided to the City.

Deliverables:

Montgomery Watson

Monthly reports and two, four hour training sessions on model use.

BUDGET

CITY OF WILSONVILLE HYDRAULIC MODEL

Montgomery Watson will conduct the Scope of Work based on its Standard Hourly Rates. Montgomery Watson's Standard Hourly Rates for 1998 are listed below. Hourly Rates for future year's work are subject to escalation of the smaller of the average of Montgomery Watson's annual salary increases, or 5 percent, whichever is smaller.

MONTGOMERY WATSON 1998 STANDARD HOURLY RATES

Associate Professional	\$ 65
Professional	\$ 75
Designer	\$ 60
Senior Designer	\$ 80
Senior Professional	\$ 90
Supervising Professional	\$110
Principal Professional I	\$135
Principal Professional II	\$145
Administrator	\$ 50
Secretary	\$ 45

Non-salary expenses directly attributable to the project such as (1) living and traveling expenses of employees when away from the home office on business connected with the project; (2) printing costs of major reports; and (3) outside services including subconsultants, are charged at actual costs plus 10% service charge to cover overhead and administration. Associated project costs (APC) for the use of personal computers, word processors, networks, telephones, telecommunications, postage, miscellaneous reproduction charges, and other services are charged at the rate of \$7.25 per direct labor hour.

The estimated workhours to complete the Scope of Work is given below.

ESTIMATED WORKHOURS

TASK	PROJECT MANAGER	PROFESSIONAL	ADMIN	TOTAL
PHASE I				
1.0 Hydraulic Model	8	320		328
2.0 Evaluation	12	96		108
3.0 PM/training	8	8	8	24
SUBTOTAL -PHASE I	28	424	8	460
PHASE II				
4.0 EPS Model	12	120	8	140
5.0 WQ Module	12	140	4	156
6.0 PM/training	8	8	8	24
SUBTOTAL -PHASE II	32	268	20	320
TOTAL	60	692	28	780

Based on the above Standard Rates and the estimated workhours, the estimated cost to complete the Scope of Work is:

Task	Cost
PHASE I	
1.0 Hydraulic Model	\$ 28,000
2.0 Evaluations	\$9,500
3.0 PM/training	\$2,500
SUBTOTAL - PHASE I	\$40,000
4.0 EPS Model	\$12,000
5.0 WQ Module	\$13,000
6.0 PM/training	\$2,500
SUBTOTAL - PHASE II	\$ 27,500
TOTAL	\$66,000

~~\$66,000~~
\$ 67,500