



6 June 2016

Vashon Parks District  
17130 Vashon Hwy. S.W.  
P.O. Box 1608  
Vashon, WA 98070

Attn: Elaine Ott, Executive Director Vashon Park District  
Scott Bonney, Aquatics Director Vashon Park District

Re: Vashon Outdoor Pool - Virginia Graeme Baker Act Compliance

Dear Elaine & Scott –

ORB Architects, Inc. (ORB) is pleased to present you with this consulting fee proposal to design and engineer for meeting the full requirements of the Virginia Graeme Baker Act (VGBA) at the Vashon Outdoor Swimming Pool.

As noted in our Engineering Service Report from April of 2016, and subsequent physical evaluation by your staff, diving to measure the Main Drains, the existing drain configurations do not fully comply with the VGBA requirement. Any prior documentation with the King County Health Department on VGBA compliance has expired and no records have been located. Our belief is that only the drain covers were replaced, but there is more to full compliance that is required.

### **Scope of Design Services**

We shall prepare the necessary Pool Data Forms, engineering calculations, and technical drawings to be submitted to King County Public Health with for approval with our professional stamps.

It is our understanding that we can rely on your staff to provide the detailed field evaluation and documentation as we need. This would include, but is not limited to documenting the pump data, and measuring the clean and dirty flow rates at the circulation pump. If a site visit by us is deemed necessary, it will be billed on a Time & Materials basis per the rates identified on the following page.

Our fee assumes we will have one round of corrections with King County Public Health in order to get approval. Additional coordination with the Health Department, while not likely for this scope, could be possible, and would be charged hourly beyond the estimated hours below.

This fee proposal does not include Bidding or Construction Services for the execution of the required changes. We have assumed that through photo-documentation, you will be able to provide enough verification that the work has been completed as required in order for us to satisfy the need to sign and stamp the Construction Report required by Public Health to finalize approval documentation. Again, if any construction field visits are required, it can be billed on a Time & Materials bases.

## Fee Summary

The following fees are given based on our experience for the above outlined tasks. We propose performing the work on an hourly Not-to-Exceed amount as follows:

ORB Architects	10 hours @ \$190	\$1,900.00
Mechanical Design (Enginuity)	16 hours @ \$165	\$2,640.00
OH&P (15%)		\$396.00
Reimbursable Expenses (Estimated)		\$50.00
<b>Architectural &amp; Engineering Fee (rounded up)</b>		<b>\$5,000.00</b>

## Hourly Rates

ORB Architects,	
Principal	\$190 / hour
Project Manager	\$110 / hour
Drafter / Administration	\$90 / hour
Enginuity Systems	
Principal / Senior Engineer	\$165 / hour
Project Engineer	\$140 / hour
Engineer	\$106 / hour
Designer	\$100 / hour
CAD Technician	\$85 / hour
Administration / Typist	\$76 / hour

## Billing and Reimbursable Expenses

We bill monthly, based on the hours worked on your project during the prior month. Reimbursable expenses include copies, prints, postage, faxes, travel, and other direct project costs. Consultants' fees and permit fees are also reimbursable expenses. Reimbursable expenses are billed at cost plus fifteen percent, and are invoiced monthly along with design fees.

## Signatures

We will begin immediately, according to the plan outlined above. This letter, signed by both of us, will stand as our agreement and notice to proceed with the work. Thank you for this opportunity.



Geoff E. Anderson, AIA  
Principal  
ORB Architects, Inc.

6 June 2016

date

Elaine Ott  
Executive Director Vashon Park District

date