



PORT OF HOOD RIVER COMMISSION
AGENDA
Tuesday, August 11, 2020
Via Remote Video Conference, Marina Center Boardroom

5:00 P.M.
Regular Session

1. Call to Order
 - a. Modifications, Additions to Agenda
 - b. Public Comment
 2. Consent Agenda
 - a. Approve Purchase of Tractor Mower in the Amount of \$12,500 (*Fred Kowell, Page 3*)
 - b. Approve Purchase of Office Equipment in the Amount of \$12,253 (*Fred Kowell, Page 9*)
 - c. Approve Landlord Waiver for Hearts of Gold Caregivers, LLC in the Chamber Building (*Anne Medenbach, Page 13*)
 - d. Approve Amendments Extending Consultant Contracts for Completion of Strategic Business Plan (*Genevieve Scholl, Page 17*)
 - e. Approve Accounts Payable to Jaques Sharp in the Amount of \$10,778 (*Fred Kowell – Page 25*)
 3. Presentations & Discussion Items
 - a. Bridge Replacement Update (*Kevin Greenwood, Page 31*)
 1. *Second Cost to Complete Analysis Presentation, Angela Findley, WSP and Chuck Green, OTAK (Kevin Greenwood, Page 43)*
 2. *Steve Siegel Governance Models Presentation*
 4. Director's Report (*Michael McElwee, Page 49*)
 1. *Hal Hiemstra, Summary of Federal Lobbying Accomplishments (Page 53)*
 2. *Waterfront Recreation, COVID Discussion*
 5. Commissioner, Committee Reports
 6. Action Items
 - a. Approve Lease & Termination Agreement with the Hood River County Chamber of Commerce (*Anne Medenbach, Page 67*)
 - b. Approve Amendment No. 3 to Contract with WSP for Bridge Replacement Project (*Kevin Greenwood, Page 71*)
 - c. Approve Amendment to Task Order 1 with PSquare for Electronic Tolling System (*Fred Kowell, Page 153*)
 - d. Approve Change Order No. 4 with Tapani, Inc. for Connect VI Project at the Airport in the Amount of \$12,859.18 (*Anne Medenbach, Page 159*)
 - e. Approve Amendment No. 2 to Contract with DKS Associates for Waterfront Traffic Analysis (*Michael McElwee, Page 163*)
 - f. Authorize Grant Application to CARES Act 2 program for AWOS upgrade at the Airport (*Fred Kowell, Page 173*)
 7. Commission Call
-
8. Executive Session under ORS 192.660(2)(e) real estate negotiations and ORS 192.660(2)(i) to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.
 9. Possible Action
 10. Adjourn

If you have a disability that requires any special materials, services, or assistance, please contact us at 541,386,1645 so we may arrange for appropriate accommodations.

*The chair reserves the opportunity to change the order of the items if unforeseen circumstances arise. The Commission welcomes public comment on issues not on the agenda during the public comment period. With the exception of factual questions, the Commission does not immediately discuss issues raised during public comment. The Commission will either refer concerns raised during public comment to the Executive Director for a response or will request that the issue be placed on a future meeting agenda. People distributing copies of materials as part of their testimony should bring **10 copies**. Written comment on issues of concern may be submitted to the Port Office at any time.*

Port of Hood River Commission
Meeting Minutes of August 11, 2020 Regular Session
Marina Center Boardroom
5:00 p.m.

THESE MINUTES ARE NOT OFFICIAL until approved by the Port Commission at the next regular meeting.

5:00 p.m.
Regular Session

Present: Commissioners John Everitt, Kristi Chapman, Hoby Streich, David Meriwether, and Ben Sheppard; Legal counsel Jerry Jaques; from staff, Michael McElwee, Fred Kowell, Kevin Greenwood, Genevieve Scholl, Anne Medenbach, and Daryl Stafford. Guest; Angela Findley, Garth Appenidus, and Chuck Green

Absent: None

Media: None

1. CALL TO ORDER: President John Everitt called the regular session to order at 5:03 pm.

a. Modification to agenda:

1. Move Action Item (f) Approve Amendment No. 2 to Contract with DKS Associates for Waterfront Traffic Analysis to Action Item (a)
2. Add to Approve the Minutes of the July 14 Regular Session Meeting
3. Add Revised Recommended Amount for Item (b) Approve Purchase of Tractor Mower to Action Item
4. Add item (d) Approve Amendments Extending Consultant Contracts for Completion of Strategic Business Plan to Presentation and Discussion Items, and onto Action Item.

b. Public Comment: Linda Maddox, Hood River resident, spoke on the Traffic Study done by DKS and recommended conducting the study under different circumstances that would reflect more of regular traffic for the season and get a better understanding of what's happening at the Waterfront. Maddox also mentioned she is not opposed, preferably in favor of the Port's land acquisition in Hood River and encouraged the Port to continue with land acquisition and the Waterfront development. Lastly, Maddox noted the drowning tragedy of the two individuals and encouraged the Port to possibly form a partnership to make the Waterfront safer for the community.

2. CONSENT AGENDA:

- a. Approve Minutes of July 14, 2020 Regular Session
- b. Approve Purchase of Office Equipment in the amount of \$12,253
- c. Approve Landlord Waiver for Hearts of Gold Caregivers, LLC in the Chamber Building
- d. Approve Accounts Payable to Jaques Sharp in the amount of \$10,778

Motion: Move to Approve the Amended Consent Agenda

Move: Meriwether

Second: Sheppard
Discussion: None
Vote: Unanimous

3. PRESENTATION AND DISCUSSION ITEMS:

a) Second Cost to Complete Analysis Presentation:

Kevin Greenwood briefly outlined the presentation for the second cost to complete the final EIS analysis contract with WSP and reviewed it was a process of various tasks needed to identify budget and necessary resources. Greenwood noted the project is under budget and the completion of the NEPA process is expected at the end of 2021. Greenwood introduced Chuck Green, NEPA advisor from OTAK and Angela Findley, Project Manager from WSP. Green reported on his analysis of the environmental process and Cost-To-Complete Analysis. Green outlined the WSP contract status as of last October 2019 and reviewed specific budget amounts for team consultant, project director, unallocated contingencies, and dates for various tasks in the contracts. Green noted that the Cost-to-Complete Analysis is essentially a periodic review of scope, schedule, and budget that identifies and flags expected task over runs and underruns, budget, and scopes issues to maintain the overall budget. The analysis also incorporates input from ODOT & FHWA and other agencies on work items and schedule. Green outlined the contract's contingencies budget and highlighted the specific contingency for the deferred geotechnical borings created in October 2019 and noted a large request from WSP to shift up to \$209k from contingency, entering the newest contingency amount after Cost-of-Complete adjustment to \$31k. Commissioner Everitt sought from Green whether the \$31k amount in contingency was an assured final amount. Green revealed that he had expressed concerns about the amount once comments are received after the Supplemental Environmental Impact Statement is completed, and the substantial questionable work needed to complete. Green noted a way to manage costs is to identify additional work, need for further surveys, or "like" work. Angela Findley pointed out the difference between the 2020 Cost-to-Complete from 2019 budget; it includes all of the expected work budgets, particularly in the archeological surveys. Findley highlighted the shift for the \$209k request from contingency is because a full scope of work is in the budget to fund the work entirely. Green mentioned the delay of items due to COVID-19, Agency/Tribal Coordination, Biological Assessment, Cultural Resources, and extra rounds of SDEIS reviews causing additional project management costs and extending the WSP contract six months to summer 2021. He also noted the addition of environmental work; reconcile technical reports with SDEIS, archeological intensive-level survey, and development of a mitigation plan for the historic bridge. Findley clarified that some contact with the tribal staff had taken place. Still, it had been difficult because the tribal governing council had not been meeting at this time, delaying the ability to work with tribal in regards to tribal fishing rights. Green noted the Cost-to-Complete actions focus on items to keep the WSP contract within budget and what is needed for NEPA/EIS/ROD and preserve PM budget with virtual meetings. Green reported an anticipated \$31k WSP contingency and a \$320k Project

contingency-ODOT contract and once again noted the discussion and direction for the unused contingencies for what may be needed to complete NEPA/EIS, Geotechnical Borings and the Bi-State Compact Development. Green reported the Project Program Discussions included maximizing the remaining HB 2017 project contingencies and funding options for Enhanced Phase II. Green outline what happens next:

- Discuss Enhanced Phase II/Post-NEPA items, 1Q 2021
- Discussion/Direction on Contingency use 1Q 2021
- Approval of WSP contract amendment
- SDEIS released for public comments- 11/20
- The comment period closes- 12/20
- Third Cost-to-Complete - 1Q 2021

Greenwood called for questions. Commissioner Meriwether asked if there was an idea of the scale of the amount needed after public comments to the EIS draft. Findley noted it was difficult to put a cost without knowing the comments, but the community outreach responses are favor of the project and no significant detractors. Commissioner Meriwether's second question for Greenwood was regarding the additional work for borings. Greenwood noted that it was essential to continue discussing costs and highlighted news that the geotechnical borings did not need to occur in the in-water work window giving a favorable position for the Cost-to-Complete analysis. Findley noted a request for a change of roadway connection as an example of a potentially high cost for the project because of extended study outside the scope. Findley noted uncertainty with the position of one of the bridge piers landing in a parcel that is federally own for the Fishing Treaty Access if a redesign is needed for the pier's movement. Findley noted efforts continue for discussions with all tribes regarding the Fishing Treaty Access. Findley thanked the Commissioners and mentioned looking forward to getting to the milestone of Supplemental Draft and getting closer to the Record of Decision that had begun in early 2000.

b) Governance Models Presentation:

Greenwood presented the Governance Structure for the Replacement Bridge Project and noted the Bi-State Bridge Replacement Group and Steve Siegel had been working hard. Greenwood noted that Brad Boswell, the Port's Government Affairs representative in Olympia; Phil Ditzler, Oregon Administrator for Federal Highways; Ryan Windshimer, Region I ODOT Administrator; and Carley Francis, S. Washington Administrator were all in attendance. Greenwood briefly reviewed the meeting agenda on the potential of a Bi-State Regional Authority, what its structure might be and how it might be implemented. Greenwood noted Siegel reinforced the issues, and the expensive rehabilitation required for the existing bridge during the meeting. Greenwood mentioned a lot of interest in the P3 funding. Greenwood noted the long-term governance options and objectives and reported that Siegel detailed the difference between a Bi-State Authority vs. Existing Port of Hood River Authority. Greenwood noted a format of the Bi-State Authority Options would be emailed to them for review. Greenwood recapped the two takeaways from the meeting: the

continuing development of the Bi-State Compact created by the legislators and continuing to learn more regarding P3 funding. Greenwood closed by noting the three committee officials were impressed with the detail of the concept, the depth of the discussion, and stressed that there would be a common viewpoint within the working group as they go out to legislators and the community when advocating for the Bridge Replacement Project. Commissioner Chapman noted her takeaway from the group meeting was the group's awareness of the existing bridge and a Bi-State Authority. Chapman said the other takeaway was the involvement of the state of Washington with a P3 approach.

Commissioner Everitt noted his takeaway is that a political coalition is needed and considered good progress from both the Oregon and Washington sides. Commissioner Meriwether mentioned a thought to keep in mind is the influence of decision-making authority concerning all parties would be problematic if the Port is the party operating the bridge.

Greenwood reported the next Bi-State Working Group meeting in early September.

c) Consultant Contracts for Completion of Strategic Business Plan:

Genevieve Scholl presented proposed contract extensions for the three contracts for the 2020-2026 Strategic Business Plan development process with Terry Moore, EnviroIssues, and PageWorks. Commissioner Streich expressed concern with Terry Moore's effectiveness as a facilitator in the Strategic Business Plan meeting and thought that his methods are not current enough to reach the concerns of the younger constituents. Streich's position is that Moore's consulting fees did not meet his requirements. Commissioner Sheppard agreed with Commissioner Streich's concerns. Commissioner Chapman agreed and noted thought there are other ways for a lesser amount, and consults are over-utilized in general by the Port. Commissioner Meriwether sought information on where the process was and the impacts of terminating the contract. Genevieve Scholl noted the contracts expired in June, but budget funds were not completely paid out, as the project was put on hold in March. Scholl said the Strategic Business Plan graphic design element with PageWorks is extensive, and the EnviroIssues public outreach depended on the Commissioners' desired approach for a second survey. Michael McElwee noted Moore's original scope and primary role as facilitator is to pull together information obtain from the survey, comments from the commissioners, observation, and comments from staff and write the first draft of the Strategic Business Plan to meet the requirements of the State of Oregon. Commissioner Everitt noted setting aside Moore's performance, the understanding of the completion of the Strategic Plan to meet state requirements. McElwee noted the remaining budget is for Moore to complete the task of writing the plan. Scholl noted public outreach could continue if the Commission decided for a second public outreach effort post-COVID. Scholl pointed out the amendment of the contract is to extend it without any budget changes. Chapman noted that not having issues to extend the contract as long if no budget changes are required. Streich agreed to have Moore complete the Strategic Plan, but stressed concerns about obtaining Moore for future

work and suggested bringing someone else with more current methods. Scholl reported to Commissioners a project timeline during the first or second meeting of September. Commissioner Everitt offered a discussion for a redo of the survey. Consensus table action on the contract extensions to return at a September meeting.

4. DIRECTOR'S REPORT:

McElwee reported the Commission would return to regular meeting schedule starting with September 1 and September 15. McElwee related Commissioner Chapman's desire to hold regular meetings in person and suggested pausing until a Governor's recommendation and guidelines regarding COVID-19. Consensus to revisit ways for hybrid meetings for members. McElwee reported the current conflicts concerning the limited parking for users and kiteboarders on the waterfront, particularly at the Event Site and Marina Beach. McElwee noted the recent drowning tragedy and reported new signage has been installed and staff is preparing seasonal outreach to the community of the risks and dangers of swimming in the Columbia. McElwee opened to Commission to discuss further on this topic. Commissioner Chapman proposed and noted it was important that the Port worked with other agencies or entities to help with the message. McElwee noted the additional information included in the packet regarding amendments and contracts. McElwee asked Kowell to give updates to the traffic numbers. Kowell presented a graph showing traffic starting to correspond with the previous year and highlighted numbers under 10% of last year during weekdays and a higher percentage for Saturdays and Sundays. McElwee reported that since the bridge weight reduction analysis, a weight limit decision had been set for October-November.

5. COMMISSIONER, COMMITTEE REPORTS – None.

6. ACTION ITEMS:

a. Approve Amendment No. 2 to Contract with DKS Associates for Waterfront Traffic Analysis

Motion: Approve Amendment No. 2 to Contract with DKS Associates for Waterfront Traffic Analysis

Move:

Second:

Discussion: Request for additional technical traffic study from the City and ODOT.

Vote: Fails for lack of motion.

b. Approve Lease & Termination Agreement with the Hood River County Chamber of Commerce

Motion: Approve Lease & Termination Agreement with the Hood River County Chamber of Commerce

Move: Sheppard

Second: Meriwether
Discussion: None
Vote: Unanimous

c. Approve Amendment No. 3 to Contract with WSP Bridge Replacement Project

Motion: Approve Amendment No. 3 to Contract with WSP Bridge Replacement Project

Move: Everitt
Second: Meriwether
Discussion: None
Vote: Unanimous

d. Approve renewal of Task Order 1 with PSquare, not to exceed \$191,000 for the ongoing maintenance, support, PCI compliance, and project management for the BreezeBy tolling system.

Motion: Approve renewal of Task Order 1 with PSquare, not to exceed \$191,000 for the ongoing maintenance, support, PCI compliance, and project management for the BreezeBy tolling system.

Move: Chapman
Second: Meriwether
Discussion:
Vote: Streich: Nay
Chapman: Aye
Meriwether: Aye
Sheppard: Aye
Everitt: Aye

e. Approve Change Order No. 4 with Tapani, Inc. for Connect VI Project at the Airport in the amount of \$12,859.18

Motion: Approve Change Order No.4 with Tapani, Inc. for Connect VI Project at the Airport in the amount of \$12,859.18

Move: Meriwether
Second: Chapman
Discussion: None
Vote: Unanimous

f. Approve the application for a grant in the amount of \$30,000 with the FAA relating to the CARE Act

Motion: Approve the application for a grant in the amount of \$30,000 with the FAA relating to the CARE Act

g. Approve the contract with AVCOM for the purchase and installation of AWOS equipment for a total of \$28,900.

Motion: Approve the contract with AVCOM for the purchase and installation of AWOS equipment for a total of \$28,900.

Move: Streich
Second: Meriwether
Discussion: None
Vote: Unanimous

h. Approve Revised Amount Purchase of Tractor Mower in the amount of \$12,500

Motion: Approve Purchase of Tractor Mower in the amount of \$12,500

Move: Meriwether
Second: Streich
Discussion: None
Vote: Commissioner Sheppard requested from voting, temporarily left the meeting.

i. Approve Purchase of a folder inserter for \$12,253 for Quadient

Motion: Approve Purchase of a folder inserter for \$12,253 for Quadient

Move: Chapman
Second: Meriwether
Discussion: None
Vote: Unanimous

7. COMMISSION CALL: None.

8. EXECUTIVE SESSION:

President John Everitt recessed Regular Session at 8:20 pm to call the Commission into Executive Session under ORS 192.660(2)(e) Real Estate Negotiations, ORS 192.660(2)(h) Consultation with legal counsel regarding current litigation or litigation likely to be filed, and ORS 192.660(2)(i) to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

9. **POSSIBLE ACTION:** None.

10. **ADJOURN 8:46 pm.**

Motion:
Motion to adjourn the meeting
Vote: Unanimous
MOTION CARRIED

The meeting adjourned at 8:46 pm.

Respectfully submitted,

Maria Diaz

ATTEST:

John Everitt, President

David Meriwether, Secretary

Commission Memo



Prepared by: Fred Kowell
Date: August 11, 2020
Re: Equipment Purchase for FY 2020-21

An approved item in the budget this year is the purchase of a new tractor mower in the amount of \$13,000. We are now able to procure this mower for \$12,500 from a local vendor, Sheppard's. This purchase price is below the state of Oregon price agreement through which we normally purchase our vehicles and equipment.

RECOMMENDATION: Approve the purchase of a tractor mower for \$12,500.

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QUOTATION REPORT*

The Facilities Department's budget contains provisions for purchase of the below-listed item(s)/services.

Our recommendation, with supporting justification is included below.

Dated this 27th day of July, 2020.

_____ (signature)

Item: Kubota BX2380RV with mulching deck and grill guard, Quantity: 1

SCOPE OF WORK:

VENDOR/CONTRACTORS CONTACTED:

- 1) Name: Sheperds Quoted Price: \$12,500.00
 Address: 440 Riverside Dr, Hood River, OR 97031 x per letter attached
 Phone: (541) 386-3603 _____ per phone
 _____ per internet

- 2) Name: Rickeall Farm Supply Quoted Price: \$13,580.00
 Address: Rickeall, OR x per letter attached
 Email: justin@moenmachinery.com _____ per phone
 _____ per internet

- 3) Name: Moen Machinery Co. Quoted Price: \$13,679.00
 Address: Hermitage Pennsylvania 16148 x per letter attached
 Phone: 503-623-2365 _____ per phone
 _____ per internet

I recommend vendor number 1, for the following reasons:

Price x , Quality _____, Service Record x , Best Delivery x
 Only Source _____, Best Design _____, Other Servicing of equipment locally.
 Availability x

Comments; Sheperds was the best price including the mulching deck without considering shipping and ongoing service benefits included with our local dealership. Delivery dates were also way out for the two lower quotes. Sheppard's has this in stock.

Notified the above of approval this 15th day of August, 2020.



 Department Head Signature

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Commission Memo



Prepared by: Fred Kowell
Date: August 11, 2020
Re: Office Equipment Purchase for FY 2020-21

The office equipment for folding and stuffing envelopes is already nearing the end of its useful life. It is experiencing maintenance issues on a regular basis due to the high volumes of use over the last several months. The machine was made for a volume of 5,000 envelopes per month, which at the time was sufficient.

Staff recommends purchase of a new folder inserter that is interfaced with the postage machine and can handle 15,000 envelopes per month. This new machine will cost \$12,253 and will have about the same ongoing maintenance costs of \$2,184 per year. The new machine and postage machine are both from Quadient, a long-time supplier of our office equipment.

RECOMMENDATION: Approve the purchase of a folder inserter for \$12,253 from Quadient.

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Financial Considerations

NASPO Lease Options – 15,000 Monthly Volume		36 Month	60 Month
Reduce labor and processing time	DS-75i Folder Inserter / 3 Station (1 High Capacity, 1 MaxiFeeder, 1 Standard Feeder) / Reading Hardware / Inserter Stand – up to 40,000 envelopes per month	\$671.65	\$529.58
	DS-64i Folder Inserter / 3 Station (1 High Capacity, 1 MaxiFeeder, 1 Standard Feeder) / Reading Hardware / Inserter Stand - up to 15,000 envelopes per month	\$515.88	\$405.36
Reduce labor and qualify for USPS Postage Discounts	Impress Automate Cloud / Setup / Installation and training Up to 400,000 pages per year / 240,000 Envelopes per year	\$1,007.00	\$965.43
Quadient Fulfillment	Impress Hybrid / Neotouch – Up to 600,000 pages per year Quadient Fulfills all mailing from secure fulfillment center – see attached for usage costs	\$576.59	\$ 550.41

NASPO Purchase Options – 15,000 Monthly Volume		Purchase Price	Maintenance / Subscription
Reduce labor and processing time	DS-75i Folder Inserter / 3 Station (1 High Capacity, 1 MaxiFeeder, 1 Standard Feeder) / Reading Hardware / Inserter Stand – up to 40,000 envelopes per month	\$15,848.00	\$2,904.00*
	DS-64i Folder Inserter / 3 Station (1 High Capacity, 1 MaxiFeeder, 1 Standard Feeder) / Reading Hardware / Inserter Stand - up to 15,000 envelopes per month	\$12,253.00	\$2,184.00*
Reduce labor and qualify for USPS Postage Discounts	Impress Automate Cloud / Setup / Installation and training Up to 400,000 pages per year / 240,000 Envelopes per year	\$ 21,577.00	\$ 6,099.00
Quadient Fulfillment	Impress Hybrid / Neotouch – Up to 600,000 pages per year Quadient Fulfills all mailing from secure fulfillment center – see attached for usage costs	\$2,380.00	\$ 6,000.40

Additional Business Impact/Notes

- Pricing based on NASPO / State of Oregon Participating Addendum 7686
- All Pricing Includes all Equipment, Shipping, Installation and Training, and a prorated service agreement with lease or
- *1st year free with purchase
- Pricing Valid thru 07/24/2020

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Commission Memo



Prepared by: Anne Medenbach
Date: August 10, 2020
Re: Hearts of Gold Caregivers Inc, Waiver

Hearts of Gold Caregivers Inc. has been a tenant in the 700 Marina Park building since 2013. In 2019 they signed a new lease with the Port that had a 1-year term with a 1-year option.

Mr. Koekler, the owner, was at that time trying to sell his business. He was successful in finding a buyer, and in May of this year the Port approved an assignment of lease to the new owner. That new owner has just completed her financing. She does not want to extend the lease for another year and so the lease is up as of September 30, 2020. The extension period is past, and she would prefer to vacate.

The attached Landlord Waiver has been reviewed by Port counsel who had no suggested edits as there are no trade fixtures in the office and the lease term is less than two months. Staff is actively marketing this 1,600sf office space for re-tenanting.

RECOMMENDATION: Approve Landlord Waiver to CRF Small Business Loan Company LLC for the Hearts of Gold Caregivers LLC.

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LANDLORD’S WAIVER AND CONSENT TO ENTER PREMISES TO REMOVE COLLATERAL

TO: **CRF Small Business Loan Company, LLC**

The undersigned being the owner and landlord (the “Landlord”) of the premises described as 700 E Port Marina Dr Suite 2, Hood River, OR 97031-2382, (the “Premises”), having leased such Premises to Hearts of Gold Care Inc (the “Tenant”), and having been advised by **CRF Small Business Loan Company, LLC**, the lender (the “Lender”), that Tenant has entered into a security agreement with Lender to secure a loan in the principal amount of \$240,000 (“Loan”) whereby Tenant has granted to Lender a security interest in:

All business machinery, equipment, tools, furniture, furnishings, trade fixtures, inventory, accounts receivable, leasehold improvements, chattel paper, contract rights and general intangibles, now owned or to be acquired, with loan proceeds, and hereafter acquired, including all additions, increases, accessions, proceeds, products, replacements and substitutions thereof, and proceeds of sale of collateral, all or part of which may be located upon the Premises, which collateral (the “Collateral”) will remain personal property and will not become part of the Premises, as a fixture or otherwise.

FACILITY IMPROVEMENTS. Notwithstanding anything contained herein to the contrary, the Collateral shall not include facility improvements made by Landlord such as wiring, electrical systems, heating, ventilation, and air conditioning systems, or non-trade fixtures required for operation of the Premises such as partitions, doors, windows, plumbing fixtures, or non-specialized lighting, except for any such items uniquely required by Tenant for Tenant’s business operation that are purchased by Tenant.

SUBORDINATION. Landlord hereby consents to Lender’s security interest (or other interest) in the Collateral and subordinates all interests, liens and claims which Landlord now has or may hereafter acquire in the Collateral to the security interest of Lender. Landlord agrees that any lien, security interest or claim it may now have or may hereafter have in the Collateral will be subject at all times to Lender’s security interest (or other present or future interest) in the Collateral and will be subject to the rights granted by Landlord to Lender in this Agreement.

ENTRY ONTO PREMISES. Landlord and Tenant grant to Lender the right to enter upon the Premises for the purpose of removing Collateral from the Premises or conducting sales of the Collateral on the Premises. The rights granted to Lender in this Agreement will continue until a reasonable time after Lender receives notice in writing from Landlord that Tenant is no longer in lawful possession of the Premises. If Lender enters onto the Premises and removes the Collateral, Lender agrees with Landlord not to remove any Collateral in such a way that the Premises are damaged, without repairing any such damage.

NOTICE OF DEFAULT AND OPPORTUNITY TO CURE. Landlord agrees that in the event of any claimed breach or default by Tenant which would entitle Landlord to terminate the Lease, Landlord shall notify Lender of such claimed breach or default by certified mail, return receipt requested, or Federal Express or other reputable overnight courier, at the following address: 801 Nicollet Mall, Ste. 1700 West, Minneapolis, MN. 55402. Upon receipt of said notice, Lender shall thereupon have 60 days to cure said default (but in no event shall Lender be required to cure any such default).

[OPTIONAL LANGUAGE WHEN LOAN FINANCES LEASHOLD IMPROVEMENTS] CONSENT. Landlord acknowledges and consents to the encumbrance of the leasehold interest of Tenant under the Lease by the assignment of Tenant’s leasehold interest (the “Assignment”) to Lender, and Landlord agrees that such encumbrance, and Lender's exercise of any of its rights there under, shall not constitute a default under the Lease. Landlord agrees that in the event Lender exercises its remedies under the Assignment and succeeds to Tenant’s interest under the Lease, Landlord shall recognize Lender's rights as tenant under the Lease. Until Lender exercises such remedies, Lender shall not be liable for any of Tenant's obligations under the Lease. In such event Landlord agrees that Lender may reassign the Lease to a new tenant who shall assume all of Tenant's obligations under the Lease and Landlord agrees that Landlord's consent to any such reassignment will not be unreasonably withheld, conditioned or delayed. If Lender reassigns the Lease, Lender will have no further obligation to Landlord.

MISCELLANEOUS PROVISIONS. This Agreement shall extend to and bind the respective heirs, personal representative, successors and assigns of the parties to this Agreement. The covenants of Borrower and Landlord respecting subordination of the claim or claims of Landlord in favor of Lender shall intend to, include, and be enforceable by any transferee or endorsee to whom Lender may transfer any claim or claims to which this Agreement shall apply. Lender need not accept this Agreement in writing or otherwise to make it effective. This Agreement shall be governed by and construed in accordance with the Laws of the **State of Oregon**. If Landlord is other than an individual, any agent or other person executing this Agreement on behalf of landlord

represents and warrants to Lender that he or she has full power and authority to execute this Agreement on Landlord's behalf. Lender shall not be deemed to have waived any rights under this Agreement unless such waiver is in writing and signed by Lender. Without notice to Landlord and without affecting the validity of this Consent, Lender may do or not do anything it deems appropriate or necessary with respect to the Loan, any obligor on the Loan, or any Collateral for the Loan; including without limitation extending, renewing, rearranging, or accelerating any of the Loan indebtedness. No delay or omission on the part of Lender in exercising any right shall operate as a waiver of such right or any other right. A waiver by Lender of a provision of the Agreement shall not constitute a waiver or prejudice Lender's right otherwise to demand strict compliance with that provision or any other provision. Whenever consent by Lender is required in this Agreement, the granting of such consent by Lender in any one instance shall not constitute continuing consent to subsequent instances where such consent is required.

IN WITNESS WHEREOF, the Undersigned, intending to be legally bound hereby, has executed this Waiver and Consent to Enter Premises Agreement the _____ day of _____, _____.

LANDLORD:

By: _____
Print Name: _____
Title: _____

TENANT:

By: _____
Print Name: Carsten Withrow
Title: President

LENDER:

By: _____
Print Name: Jake Kuester
Title: Director of Credit and Business Operations

Commission Memo



Prepared by: Genevieve Scholl
Date: August 11, 2020
Re: Strategic Business Plan Contract Amendments

The project timeline for development of the Port's 2020-2026 Strategic Business Plan has been significantly delayed by the COVID-19 crisis. Originally planned for completion in June 2020, the project was put on hold in March. The Commission directed staff to develop a new timeline that would extend the completion date to June 2021 and implement supplemental public outreach and stakeholder opportunities to give input post COVID. The goal of the extension is to provide the Port time to consider the economic impacts of the pandemic and collect sufficient information to develop a business strategy that incorporates new needs and opportunities that have and will arise.

The attached contract amendments with consultants Terry Moore (Good Next Steps), Envirolssues, and Pageworks simply extend the contract terms through June 20, 2021 and have no budgetary changes. Staff hopes to have a new project timeline proposal ready for Commission review and discussion in September.

RECOMMENDATIONS:

Approve Amendment No. 1 to contract with Terry Moore, Good Next Steps for Strategic Business Plan development.

Approve Amendment No. 1 to contract with Envirolssues for public outreach coordination for Strategic Business Plan development.

Approve Amendment No. 1 to contract with Pageworks for graphic design and publication services for Public Outreach for Strategic Business Plan development.

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**AMENDMENT NO. 1
TO PERSONAL SERVICES CONTRACT**

This Amendment No. 1 to the Personal Services Contract (“Contract”) entered into by and between Terry Moore, Good Next Steps (“Contractor”) and the Port of Hood River (“Port”).

RECITALS:

WHEREAS, Contractor and Port entered into a Personal Services Contract dated October 31, 2019 for consulting services and assistance in the preparation of the Port’s 2019-2026 Strategic Business Plan (“Project”) for an amount not to exceed \$35,000 (“Original Contract Price”); and

WHEREAS, the Project’s timeline has been significantly delayed and extended due to the COVID-19 pandemic; and

WHEREAS, the Port seeks to complete the project as planned but on a new schedule and timeline that will likely extend through June 30, 2021; and

WHEREAS, the Contract’s Term of Agreement expired on June 30, 2020, now, therefore;

Port and Contractor agree that Contractor agree that the term of the contract shall be extended through June 30, 2021, with no other changes to the Project Scope of Work or Contract Price.

Except as changed by this Amendment No. 1, all terms of the Contract remain unchanged and in effect.

Good Next Steps

PORT OF HOOD RIVER

Terry Moore, Principal

Michael S. McElwee, Executive Director

Date:_____

Date:_____

825 Carroll Road
Mosier, OR 97040
(541) 359-5374
goodnextsteps@gmail.com
EIN: 83-0807597

1000 E. Port Marina Drive
Hood River OR 97031
(541) 386-1645
porthr@gorge.net

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**AMENDMENT NO. 1
TO PERSONAL SERVICES CONTRACT**

This Amendment No. 1 to the Personal Services Contract (“Contract”) entered into by and between EnviroIssues (“Contractor”) and the Port of Hood River (“Port”).

RECITALS:

WHEREAS, Contractor and Port entered into a Personal Services Contract dated December 5, 2019 for consulting services and assistance in the preparation of the Port’s 2019-2026 Strategic Business Plan (“Project”) for an amount not to exceed \$19,000 (“Original Contract Price”); and

WHEREAS, the Project’s timeline has been significantly delayed and extended due to the COVID-19 pandemic; and

WHEREAS, the Port seeks to complete the project as planned but on a new schedule and timeline that will likely extend through June 30, 2021; and

WHEREAS, the Contract’s Term of Agreement expired on June 30, 2020, now, therefore;

Port and Contractor agree that Contractor agree that the term of the contract shall be extended through June 30, 2021, with no other changes to the Project Scope of Work or Contract Price.

Except as changed by this Amendment No. 1, all terms of the Contract remain unchanged and in effect.

EnviroIssues

PORT OF HOOD RIVER

Angie Thomson-Bulldis, Co-President

Michael S. McElwee, Executive Director

Date:_____

Date:_____

101 Stewart Street Suite 1022
Seattle, WA 98101
(503) 912-7023
somlor@EnviroIssues.com
EIN: _____

1000 E. Port Marina Drive
Hood River OR 97031
(541) 386-1645
porthr@gorge.net

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**AMENDMENT NO. 1
TO PERSONAL SERVICES CONTRACT**

This Amendment No. 1 to the Personal Services Contract (“Contract”) entered into by and between PageWorks (“Contractor”) and the Port of Hood River (“Port”).

RECITALS:

WHEREAS, Contractor and Port entered into a Personal Services Contract dated October 25, 2019 for consulting services and assistance in the preparation of the Port’s 2019-2026 Strategic Business Plan (“Project”) for an amount not to exceed \$7,550 (“Original Contract Price”); and

WHEREAS, the Project’s timeline has been significantly delayed and extended due to the COVID-19 pandemic; and

WHEREAS, the Port seeks to complete the project as planned but on a new schedule and timeline that will likely extend through June 30, 2021; and

WHEREAS, the Contract’s Term of Agreement expired on June 30, 2020, now, therefore;

Port and Contractor agree that Contractor agree that the term of the contract shall be extended through June 30, 2021, with no other changes to the Project Scope of Work or Contract Price.

Except as changed by this Amendment No. 1, all terms of the Contract remain unchanged and in effect.

PageWorks

PORT OF HOOD RIVER

Paige Rouse, Owner

Michael S. McElwee, Executive Director

Date:_____

Date:_____

601 Cascade Avenue
Hood River, OR 97031
(541) 386-5616
paige@pageworks.com
EIN: _____

1000 E. Port Marina Drive
Hood River OR 97031
(541) 386-1645
porthr@gorge.net

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Commission Memo



Prepared by: Fred Kowell
Date: August 11, 2020
Re: Accounts Payable Requiring Commission Approval

Jaques Sharp	\$10,778.00
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Attorney services per attached summary

TOTAL ACCOUNTS PAYABLE TO APPROVE	\$10,778.00
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JAQUES SHARP

— ATTORNEYS AT LAW —

205 3RD STREET / PO BOX 457
HOOD RIVER, OR 97031
(Phone) 541-386-1311 (Fax) 541-386-8771

CREDIT CARDS ACCEPTED

HOOD RIVER, PORT OF
1000 E. PORT MARINA DRIVE
HOOD RIVER OR 97031

Page: 1
August 05, 2020
Account No: PORTOHAM

Previous Balance	Fees	Expenses	Advances	Payments	Balance
MCELWEE EMPLOYMENT CONTRACT					
0.00	250.00	0.00	0.00	0.00	\$250.00
MISCELLANEOUS MATTERS					
JJ					
975.00	625.00	0.00	0.00	-975.00	\$625.00
LEASE DMV BUILDING (Thomas Keolker, Heart of Gold)					
0.00	100.00	0.00	0.00	0.00	\$100.00
LAND USE AGREEMENT-HOOD RIVER COUNTY MUSEUM					
0.00	88.00	0.00	0.00	0.00	\$88.00
LEASE (Hood River Distillers)					
300.00	175.00	0.00	0.00	-300.00	\$175.00
AUDIT LETTERS					
50.00	100.00	0.00	0.00	-50.00	\$100.00
EXPO SITE DEVELOPMENT (Key Development; Pickhardt)					
3,105.00	2,585.00	0.00	0.00	-3,105.00	\$2,585.00
BRIDGE SOFTWARE (P Square Solutions)					
0.00	100.00	0.00	0.00	0.00	\$100.00
LEASE (Real Carbon; Michael Graham)					
0.00	25.00	0.00	0.00	0.00	\$25.00

HOOD RIVER, PORT OF

Account No:

Previous Balance	Fees	Expenses	Advances	Payments	Balance
FIBRE OPTIC EASEMENT (Hood River Electric Co-op)					
0.00	0.00	0.00	0.00	0.00	\$0.00
LEASE (Pfriem Brewing)					
700.00	575.00	0.00	0.00	-700.00	\$575.00
CRUISE SHIP DOCK AGREEMENT					
50.00	0.00	0.00	0.00	-50.00	\$0.00
(Soniq Aerospace, LP) lease-Big 7 Suite 204					
125.00	300.00	0.00	0.00	-125.00	\$300.00
BRIDGE TOLL ENFORCEMENT					
175.00	450.00	0.00	0.00	-175.00	\$450.00
ODOT IGA - I-84 BRIDGE REPLACEMENT					
0.00	200.00	0.00	0.00	0.00	\$200.00
EXECUTIVE DIRECTOR EVALUATION					
0.00	255.00	0.00	0.00	0.00	\$255.00
EXIT 62 PROPERTY (Four Feathers Farms, LLC)					
5,965.00	2,870.00	0.00	0.00	-5,965.00	\$2,870.00
T-HANGAR LEASE DEFAULTS					
225.00	0.00	0.00	0.00	-225.00	\$0.00
ELECTRIC CAR AGREEMENT (Forth Non-Profit)					
350.00	0.00	0.00	0.00	-350.00	\$0.00
AIRPORT/NORTH APRON REHABILITATION PROJECT					
950.00	50.00	0.00	0.00	-950.00	\$50.00
EMPLOYEE MATTERS					
4,255.00	100.00	0.00	0.00	-4,255.00	\$100.00
COLUMBIA GORGE NEWS LEASE					
175.00	0.00	0.00	0.00	-175.00	\$0.00
GATES MEMORIAL-Waterfront					
475.00	0.00	0.00	0.00	-475.00	\$0.00
ELECTRIC VEHICLE CHARGER AGREEMENT(Forth(OR non-pr					
0.00	1,280.00	0.00	0.00	0.00	\$1,280.00
CONSUMER COMPLAINT-TOLL CHARGE (Derek Perry)					
0.00	150.00	0.00	0.00	0.00	\$150.00
AIRPORT ADVISORY COMMITTEE					
0.00	175.00	0.00	0.00	0.00	\$175.00

HOOD RIVER, PORT OF

Account No:

Previous Balance	Fees	Expenses	Advances	Payments	Balance
LEASE AMENDMENT (Electronics Assemblers, Inc.)					
JJ					
400.00	0.00	0.00	0.00	-400.00	\$0.00
PROPERTY PURCHASE (Hanel Property)					
25.00	0.00	0.00	0.00	-25.00	\$0.00
LEASE (HR Chamber of Commerce)					
25.00	50.00	0.00	0.00	-25.00	\$50.00
PROPERTY PURCHASE (Phil Jensen/Luhr Jensen)					
275.00	275.00	0.00	0.00	-275.00	\$275.00
<u>18,600.00</u>	<u>10,778.00</u>	<u>0.00</u>	<u>0.00</u>	<u>-18,600.00</u>	<u>\$10,778.00</u>

THIS STATEMENT REFLECTS SERVICES PROVIDED AND PAYMENTS RECEIVED THROUGH THE 31st OF JULY UNLESS OTHERWISE STATED

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Hood River – White Salmon

BRIDGE REPLACEMENT PROJECT

Project Director Report

August 11, 2020

The following summarizes Bridge Replacement Project activities from July 9 – August 8, 2020:

BI STATE WORKING GROUP UPDATE/PRESENTATION

The Bi State Working Group (BSWG) met last Friday, Aug. 7. The BSWG agenda is included in the packet. There is general consensus that a long-term bi-state compact is the preferred governance structure. Steve Siegel’s presentation focused on the elements of a Compact and the presentation concluded with feedback from the WG about how Compact positions should be selected. There continues to be interest in formalizing the BSWG or “Interim” Group and developing a work plan for the next 12-24 months.

Before diving in to the Interim agreements, having consensus on the long-term goal should help the parties achieve an important milestone.

NATIONAL ENVIRONMENTAL PROTECTION ACT PROGRESS

WSP has produced a key milestone memo, attached. In spite of COVID and agency delays, the FEIS/ROD is still scheduled for completion during Summer 2021. The September NEPA update is also included in tonight’s packet.

With the recent negotiations between the Port and Yakama Nation (YN) resulting in toll exemptions for YN members, ODOT and FHWA will be monitoring policies related to tolling and tribal members. A recent report noted that the Yakama, Nez Perce and Flathead (Montana) tribes all have similar travel exemption language in their treaties with the United States. Further evaluation of how these toll exemptions would affect the other two treaty tribes (Umatilla and Warm Springs) in the mid-Columbia region will need to be considered as well as with the balance of other tribes in Oregon and Washington. Few tribes issue unique plates, but the Bureau of Indian Affairs also issues unique license plates for some agencies.



Brainstorming will begin this week with ODOT/FHWA for mitigation ideas for the loss of the current bridge. Ideas will focus on taking detailed pictures and descriptions of various engineering elements, developing interpretative signage and possible model reconstructions to be displayed in museums or other public venue.

Recreational Resources technical report has included the proposed White Salmon Riverfront Park that was released in 2018. Though the park is only a plan at this point, Section 4(f) of the US Transportation Act requires all planned or actual parks to be protected as part of any transportation project.

Negotiations have concluded on the construction window for the Biological Assessment (BA). Resource agencies have agreed to an extended in-water work window on the front end which will allow for a three-year construction period and an additional three-year demolition period. Impact assessments have also been identified which will be used for habitat/temporary fisheries mitigation when permit applications are submitted.

Two visualizations have been produced based upon a request from the Col. Riv. Intertribal Fish Council (CRITFC). The images will help fishers at the Treaty Fishing Access Site (TFAS) understand the visual impact of the new bridge in relation to the site. CRITFC is limiting access to tribal members due to health concerns, but the project team is brainstorming to come up with ideas for engaging fishers.

FUNDING OPPORTUNITY UPDATE

Staff is working with Summit Strategies to see whether a recent FEMA announcement for a Building Resilient Infrastructure and Communities (BRIC) grant program could be used for aspects of the Hood River Bridge replacement.

Both Reps. Walden and Herrera-Beutler have been contacted with requests to call Secy. of Transportation Chao to advocate on behalf of our BUILD application. Klickitat County was a joint applicant along with the Port. Hal Hiemstra has been very helpful in getting the right people connected.

Advocacy for Post-NEPA funding continues in Olympia. A special session is unlikely in Washington state resulting in the regular session starting the second Monday in January. A continuing budget resolution will probably be approved in the first couple of weeks. Brad Boswell is monitoring the Senate Transportation committee.

Sen. Chuck Thomsen has suggested that the Port submit a request in the next session. With the Port 2/3rds of the way through the NEPA process, the timing could be good to prepare a follow up request with the legislature. Thorn Run will assist.

ADMINISTRATIVE

WSP has been awarded the contract by ODOT/WSDOT to re-start the I-5 replacement project. Angela Findley, who is managing the Hood River Bridge Replacement Project for WSP, will be heading up the Environmental Team on the I-5 Project. It may take some time for that project to ramp up. Steve Siegel was also named as a financial advisor to the WSP team as well.

COST TO COMPLETE PRESENTATION

Chuck Green of Otak Engineering will present his report on the Cost to Complete Analysis during tonight's meeting (see following memo).

MEETING SCHEDULE

- Attended Reg. 1 ACT, August 5
- BSWG Meeting, August 7
- WSP Weekly Check In, Aug. 10
- Thorn Run Check In, Aug. 11
- Historic Mitigation Meeting, Aug. 12
- NEPA Coordination Meeting, Aug. 13
- WSP Weekly Check In, Aug. 17
- OPPA Meeting, Aug. 20
- Project Director Paid Time Off, Aug. 24-28
- Thorn Run Check In, Aug. 25
- NEPA Coordination Meeting, Aug. 27
- Cultural Resource Meeting, Aug. 28
- WSP Weekly Check In, Aug. 31
- WSP Weekly Check In, July 13

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DRAFT AGENDA

Bi-State Bridge Replacement Working Group Video Meeting

August 7, 2020 / 10:00-12:00

Video Conference Credentials Sent via Email

Members: Betty Barnes (Mayor), City of Bingen; John Everitt (President), Port of Hood River; Marla Keethler (Mayor), City of White Salmon; Kate McBride (Mayor), City of Hood River; Rich McBride (Commissioner), Hood River County; David Sauter (Commissioner), Klickitat County; Kristi Chapman (Commissioner), Port of Hood River - *alternate*.

Staff: Kevin Greenwood (Project Director), Port of Hood River; Michael McElwee (Executive Director), Port of Hood River; Steve Siegel (Consultant)

1.	Welcome	10:00
2.	NEPA Update	10:02
3.	Post-NEPA Funding Update	10:07
4.	Bi-State Governance Presentation	10:15
5.	Next "Check In" Meeting. Fri., Aug. 14, or Fri., Aug. 21, 10am?	11:55
6.	Adjournment	12:00

* * * * *

ITEMS FROM JUNE 12 "CHECK IN" MEETING:

1. Increase opportunities for local government co-applicants on grants
2. Focus on Bi-State Compact as most likely governance structure
3. Focus on Interim Governance and Work Plan amongst agencies
4. Continue to monitor P3 option w/ open mind
5. Interest in beginning with RFI or Industry Forum
6. MOU and work plan would include P3 evaluation
7. Review likely Governance Structure before developing MOU
 - a. Will new government have to re-do same work?
 - b. Who will be on that new government?

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MEMO

TO: Kevin Greenwood, Hood River Bridge Replacement Project Director, Port of Hood River
FROM: Angela Findley, WSP
SUBJECT: Status of Critical Path Activities and Projected Work through Sept 15
DATE: August 4, 2020

CRITICAL PATH ACTIVITIES

Progress and challenges to completing critical path activities are described below.

1. AGENCY/TRIBE INVITATION LETTERS – COMPLETE

2. AGENCY/TRIBE REVIEW OF METHODOLOGY MEMORANDA – COMPLETE

3. ENDANGERED SPECIES ACT (ESA) COMPLIANCE

PROGRESS:

- Comments received on Draft 2 of the Biological Assessment during week of July 6-10; two follow up meetings held July 16 and August 4 were held to resolve assumptions and length of in-water work window extensions.
- Draft 3 of the Biological Assessment to be submitted Aug 19 for final reviews by FHWA, ODOT, Port, and NMFS liaison

CHALLENGES:

- Prior challenges resolved.

SCHEDULE RISKS:

- **Moderate risk** associated with meeting expectations of multiple agencies within the overall EIS schedule.

SCHEDULED COMPLETION DATE: ~~1/5/2021 (APRIL 2020 MEMO)~~; **1/12/2021 (MAY 2020 MEMO)**

- No change to completion date from May 2020 memo.
- Successor task: Final EIS (final review draft)



4. COMPLIANCE WITH SECTION 106 OF THE NATIONAL HISTORIC PRESERVATION ACT

PROGRESS:

- Findings of effect were drafted for six residential properties; submitted July 23; expected to be finalized by August 7.
- Historic Resources Technical Report is underway; draft report to be sent to Port and ODOT on August 7.
- Updates to the Cultural Resources methodology memo, baseline scan, and archaeological survey reports are underway; expected to be revised and submitted to the Oregon SHPO and Washington State DAHP by September 14.
- Archaeological testing fieldwork re-sequenced for mid-October.
- Being preparing the Memorandum of Agreement (MOA) and mitigation plan for the adverse effects to the bridge – this is advanced from prior schedules approximately 2 months.

CHALLENGES:

- Consulting individually and collectively with four Tribes with treaty fishing rights on the Columbia River to discuss potential impacts to the White Salmon Treaty Access Fishing Site and treaty fishing rights is requiring more time than anticipated. ODOT has contacted all four treaty tribes and has met with (Umatilla) or will schedule (Yakama, Warm Springs and Nez Perce) individual meetings. This effort has slowed down as a result of COVID-19; ODOT is reaching out to tribes to determine if tribes will hold meetings via video-conference (e.g., Zoom). The Port is identifying opportunities to engage tribal fishers via web-meeting.

SCHEDULE RISKS:

- **High risk:** Obtaining responses from the tribes and scheduling meetings has also delayed the schedule. Past delay and any continued delay have a high risk of further delaying the SDEIS production schedule.

SCHEDULED COMPLETION DATE: ~~4/16/2021 (APRIL 2020 MEMO)~~; ~~5/17/2021 (MAY 2020 MEMO)~~; ~~5/4/2021 (JUNE 2020 MEMO)~~; ~~3/3/2021 (JULY 2020 MEMO)~~; **5/27/2021 (AUGUST MEMO)**

- Adjustment made to schedule to re-sequence the archaeological testing fieldwork at the request of the Washington State DAHP and ODOT. This adjustment moved completion of Section 106 back to late May 2021.
- Successor task: Final EIS (final review draft)

5. SUPPLEMENTAL DRAFT EIS PUBLICATION DATE

PROGRESS:

- FHWA and Oregon Department of Justice review comments on administrative draft #2 SDEIS are being received July 31-August 5; revisions underway; expect to submit administrative draft SDEIS #3 for FHWA legal sufficiency review and cooperating agency review on August 27.
- Section 4(f) Analysis was submittal to ODOT and the Port on August 3; expect to submit revised Section 4(f) Analysis and FHWA on August 14.
- Tribal consultation has restarted; however, tribal governments continue to focus on COVID-19 issues.



- Three tribes are conducting ethnographic studies that will inform the cultural resources analysis and will be incorporated into the SDEIS. Draft results received from all tribes. Expect final results when tribal councils/committees are able to approve, which is dependent on tribes' resumption of activities after COVID risks are lowered.

CHALLENGES:

See challenges identified in Milestones 3 and 4.

SCHEDULE RISKS:

- **Moderate risk:** SDEIS restart was successful and draft #2 met delivery date. Schedule is still aggressive to preserve the target completion date.

SCHEDULED COMPLETION DATE: **11/13/2020**

- No change to completion date from April 2020 memo.
- Successor tasks: Public Review Period, Final EIS Footprint Set, and Final EIS/Record of Decision

6. CONFIRM NAVIGATION CLEARANCE – COMPLETE

7. FINAL EIS FOOTPRINT SET

Not started, successor task to the SDEIS publication.

SCHEDULED COMPLETION DATE: **1/28/2021**

- No change to completion date from April 2020 memo.
- Successor tasks: Final EIS/Record of Decision

8. PUBLISH FINAL EIS/RECORD OF DECISION

Not started, successor to SDEIS publication and FEIS footprint set.

SCHEDULED COMPLETION DATE: **7/22/2021**

- No change to completion date from April 2020 memo.
- Successor tasks: Close out EIS project



PROJECTED WORK FOR NEXT 30 DAYS

The following work is projected to occur from August 15 through September 15.

TASK 1. PROJECT MANAGEMENT

- Coordination with Port, Consultant Team and other agencies
- Invoice for July activities
- Update schedule and critical path status

TASK 2. PUBLIC INVOLVEMENT

- Schedule and begin preparations for September meeting with the EIS Working Group.
- Prepare monthly update for October issue.

TASK 5. ENVIRONMENTAL

- Coordinate with ODOT, WSDOT and FHWA on technical reviews, cultural resources, tribal coordination and all other facets of NEPA compliance
- Incorporate review comments on the Biological Assessment from FHWA, NMFS, ODOT and Port review; submit revised draft BA on August 19.
- Prepare final Findings of Effect for the residential properties with views of the bridge.
- Prepare and submit draft Historic Resources Technical Report; address Port and ODOT comments; and prepare and submit revised report to the Oregon SHPO and Washington State DAHP.
- Revise and submit archaeological survey report; address Port and ODOT comments.
- Prepare and submit draft Section 4(f) Analysis; address Port and ODOT comments; prepare and submit revised report to FHWA on August 14; address FHWA comments; and submit revised report with SDEIS #3 for FHWA legal sufficiency review.
- Address FHWA and Oregon DOJ review of Administrative Draft #2 Supplemental Draft EIS; prepare Administrative Draft #3 Supplemental Draft EIS; update and reconcile technical reports with SDEIS #3; and submit for FHWA legal sufficiency and cooperating agency reviews on August 27.

TASK 6. ENGINEERING

- Support the Supplemental Draft EIS production by addressing Requests for Information regarding design.

TASK 7. TRANSPORTATION (TASK COMPLETE)

TASK 8. PERMIT ASSISTANCE

- Continued monitoring with US Army Corps of Engineers on issuance of permit for in-water work associated with geotechnical exploration on up to 12 borings.



EIS UPDATE

BRIDGE REPLACEMENT PROJECT

SEPTEMBER 2020



In December 2003, a draft environmental impact statement (EIS) was published as part of a bi-state collaborative effort. This draft EIS was the first step in complying with the National Environmental Policy Act (NEPA). Currently, the Port of Hood River (Port) is advancing the project to complete the EIS effort and position the project for future funding and construction.

What’s new on the project?

- A revised administrative draft of the Supplemental Draft EIS is being prepared for Federal Highway Administration (FHWA) legal sufficiency review and the Project’s cooperating agencies’ reviews in September. The U.S. Army Corps of Engineers, U.S. Bureau of Indian Affairs, U.S. Coast Guard, Washington State Department of Transportation, and National Park Service (pending confirmation) are the cooperating agencies for the Project. A “cooperating agency” means any federal agency, other than a lead agency, that has jurisdiction by law or special expertise with respect to any environmental impact involved in a proposed project or project alternative. A state or local agency or a Native American tribe may also become a cooperating agency.
- Completing the draft Historic Resources Technical Report for Oregon Department of Transportation (ODOT) review.
- Preparing a final biological assessment to address comments from the FHWA, ODOT, and liaisons to the National Marine Fisheries Service.
- Preparing a draft Section 4(f) analysis in compliance with the U.S. Department of Transportation Act. Project area resources evaluated in the analysis include significant historic resources, the Port’s Hood River Marina Park and Basin and Waterfront Trail, and the City of White Salmon’s planned Bridge Park.

How would bridge replacement benefit the Columbia River Gorge communities?

The Hood River Bridge provides a critical connection for residents and visitors to the Columbia River Gorge National Scenic Area. One of only three bridges spanning the Columbia in this region, the bridge is a critical rural freight network facility for agriculture, forestry, heavy industry and high-tech companies with freight originating throughout the northwest. The existing bridge is nearing the end of its serviceable life and is obsolete for modern vehicles with height, width, and weight restrictions and is also a navigational hazard for marine freight vessels. The bridge has no sidewalks or bicycle lanes for non-motorized travel and would likely not withstand a large earthquake.

If project funding is secured, the new bridge would provide a safe and reliable way for everyone to cross or navigate the Columbia River—by car, truck, bus, bicycle, on foot, or on the water. A new bridge would support a thriving economy and livable communities.

What are the next steps?

- Revise the administrative draft of the Supplemental Draft EIS to address comments from the FHWA legal sufficiency and cooperating agencies’ reviews.
- Submit the Historic Resources Technical Report to the Oregon State Historic Preservation Office and Washington State Department of Archaeology and Historic Preservation for review.
- Complete the biological assessment and submit to the National Marine Fisheries Service and U.S. Fish and Wildlife Service to initiate consultation.
- Consult with Native American tribes on cultural resources, access to the Columbia River, fishing activities, treaty rights, and other identified interests.
- Begin preparing for an EIS Working Group meeting to brief members on the status of the Supplemental Draft EIS and proposed public involvement.

▼ WE ARE HERE

Agency/Stakeholder Outreach		Environmental Compliance									
Technical Study Updates				Supplemental Draft EIS						Final EIS/ROD	
Community Meeting				Community Meeting							
Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2
2018		2019				2020				2021	

To learn more about the project, please visit us at:

www.portofhoodriver.com/bridge

PROJECT CONTACT

Kevin Greenwood, Project Director
 ☎ 541-436-0797
 @ kgreenwood@portofhoodriver.com

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Commission Memo



Prepared by: Kevin Greenwood
 Date: August 11, 2020
 Re: Bridge Replacement Cost to Complete

As part of the Port's contract with WSP and Otak Engineering, at least two Cost to Complete (C2C) analyses will be conducted to monitor project tasks and budget. The presentation tonight will be led by Chuck Green, the Port's NEPA advisor from Otak. Angela Findley, the Project Manager from WSP, will be in attendance to answer questions of the board. Both anticipate a third C2C analysis to take place after the open public comment period scheduled for early in 2021. The good news is that the project is on budget to finish NEPA by Summer 2021.

Currently, the main issue involves using \$200k of contingency for increased project management expenses resulting from the Final Environmental Impact Statement/Record of Decision (FEIS/ROD) taking about six months longer than anticipated, significant increases in historical structural, archaeological and tribal resources found in the environmental task. This will be a topic of the presentation.

The presentation will also preview opportunities for potential remaining contingencies. There could be as much as \$350,000 remaining from the WSP and ODOT contracts after the Final EIS and ROD are completed. There will be more certainty after the Supplement Draft EIS is published and the Port has received public comments.

Staff would like to begin exploring ways that contingencies could be used if other funding options (i.e. grants, legislative appropriations) do not materialize. Please see the attached memo from Stuart Bennion and Cole Bales, bridge engineers from WSP, discussing the pros/cons of conducting geotechnical analysis. Another draft memo includes a list of likely tasks needed to keep the project moving in to Post-NEPA/Pre-Construction phases. No decision on contingency use is anticipated until very early in 2021.

Potential questions for the consultants include:

1. What are the risks to the remaining contingency not included in this analysis?
2. Who is monitoring potential risks and how are those mitigated?
3. The open public comment period lands during the holidays. Will that be a concern to ODOT/FHWA?
4. How will recent changes in personnel and WSP's selection to work on the I-5 project affect the Hood River project?
5. If other funding options don't materialize, what are some other potential uses of contingency aside from Geotech?

RECOMMENDATION: Information only.

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MEMO

TO: Kevin Greenwood, Hood River Bridge Project Director
FROM: Stuart Bennion, PE, SE, WSP and Cole Bales, PE, WSP
SUBJECT: Considerations for the Timing of Geotechnical Investigations
DATE: August 4, 2020

The Hood River Bridge Project is currently advancing through the EIS process and has achieved a roughly 10 percent level of design. Although construction is not anticipated to begin before 2025 based on current funding projections, the project design will continue to advance to the 30 percent level of design in the coming few years. In support of the design advancement, the Port of Hood River is investigating the need to perform additional geotechnical explorations to supplement the limited exploration work completed in 2011. The role of the geotechnical exploration program in the overall project and the design advancement, as well as the implications for conducting the explorations at this time versus a later phase of the project life cycle, are expounded below.

According to the ODOT Geotechnical Design Manual (GDM), “the main purpose of a subsurface investigation program is to obtain the engineering properties of the soil and rock units and define their vertical and lateral extent with respect to thickness, position in the stratigraphic column – their depth, and aerial extent where they could affect the design and performance of a structural or earthwork feature.” When developing a subsurface investigation program for a major bridge structure, the ODOT GDM requires that “at least one boring will be placed at each bent location,” which is consistent with AASHTO and FHWA recommendations for structures with widths less than 100 feet. Each boring should be advanced to a depth below the planned tip elevation of piles or shafts in order to derive geotechnical parameters within the anticipated zone of influence for the design of substructure elements and allowable foundation types.

Depending on the scale of the project, “subsurface investigations may be carried out with varying levels of intensity depending on the phase of the project for which they are conducted,” (ODOT GDM) including in support of the EIS, during the design phase, or during other, subsequent phases to support unforeseen changes during final design or construction. In general, it is during the design phase that “the most intense and focused subsurface investigation occurs.” (ODOT GDM) The locations and depths of borings are generally selected and completed early in the design phase once a bridge type and size has been determined. It is important that the explorations be completed early in the design phase as the subsurface conditions encountered feed into detailed design, and delays in completing geotechnical explorations may sometimes lead to revisions of preliminary design elements that would have been more cost-effectively captured early in the project life cycle.

To-date, the geotechnical team has completed one round of in-water explorations (in 2011), including three borings near the middle of the Columbia River along the preferred alignment of the new bridge. The locations of these borings correspond to three of the twelve planned in-water pier locations (25% of piers), leaving nine piers without an associated boring. Additional borings at these respective piers would allow for the design to advance with a more robust



understanding of the ground conditions expected to be encountered during construction. In addition to refining the understanding of subsurface conditions as they may affect construction and the axial/lateral design of deep foundations under static conditions, more advanced geotechnical and seismic analysis may be completed following the additional exploration work. Informed modelling to calculate the anticipated seismic ground response would be reliant on a more rigorous understanding of ground conditions than is currently afforded by the limited number of borings that have been completed. Completing a thorough exploration program would allow for more accurate geotechnical and seismic modelling, which in turn would allow for upcoming design work to truly be site-specific, rather than potentially carry forward design assumptions which need to be corrected at a later phase.

Although there are marked benefits to completing the additional explorations early, there are some potential cost risks or delivery alternatives that should be noted. Due to the mobilization cost associated with in-water explorations, it is prudent to complete the exploration work in one mobilization whenever possible, as a phased approach or unplanned remobilization incur significant fees. If site, environmental or navigation constraints are encountered later in the project life cycle that require modification to the project design, including revising pier locations or even the bridge alignment, then it is possible that a costly remobilization will be required to drill supplement borings at new pier locations. Most transportation agencies allow for a modest offset tolerance between a boring and pier location, permitting minor design changes to be accommodated, but a major design change may not meet the criteria for an allowable tolerance.

Additionally, alternative construction delivery methods may also impact the timing requirements for additional borings. If the owner selects a traditional design-bid-build method, then the responsibility is on the owner and design team to get all the needed explorations necessary to inform the final project design. In a design-build method, or similar construction delivery methods, the owner can select to only advance a limited geotechnical scope of work which must then be supplemented by the design-build team to be compliant with agency requirements. According to the WSDOT GDM, this limited scope of exploration is typically “a 70 percent level field investigation relative to a full PS&E [plans, specs and estimate] level investigation for final design,” the results of which are summarized in a Geotechnical Data Report and analyzed and conveyed to bidders in a Geotechnical Baseline Report. It should be noted, though, that recent major WSDOT bridge projects in the region that have been advanced or completed using alternative delivery methods have completed nearly full or full PS&E level investigations to promote more balanced pricing during bidding. Although alternative delivery methods are aimed at balancing cost and risk sharing, in the case of the proposed subsurface investigation it is possible that completing a reduced subsurface investigation before bidding and requiring a supplemental investigation later may in actually increase the total exploration cost and introduce some early risk potential; however, it is worth noting as an alternative approach.

In summation, the proposed boring locations have been established to comply with transportation agency project requirements, be consistent with other major bridge projects in the region, minimize geotechnical risks and serve as a sound basis for the next phase of design, regardless of the construction delivery method selected. Although there are factors and risks that should be weighed during advancement of design work and subsurface investigations, we consider the inherent risks associated with not conducting the geotechnical exploration program at this time to outweigh the potential risks of waiting. It is our aim to be transparent during this process, and to be clear that moving forward with the exploration phase at this time does not absolutely preclude the possibility of future explorations. In any case, *we consider moving forward with the geotechnical exploration program to be in the best interest of both the Port and the project, and thus recommend that the Port move forward with the program at this time.*

TABULATED SUMMARY OF PRO'S AND CON'S

PROCEED (NOW) WITH EXPLORATIONS

Pro's	Con's
<ul style="list-style-type: none"> Compliant with ODOT and WSDOT Geotechnical Design Manuals 	<ul style="list-style-type: none"> Costly remobilization for another investigation program if major design changes occur
<ul style="list-style-type: none"> Consistent with the approach taken on other major bridge projects in the region 	<ul style="list-style-type: none"> Limits feasibility of modified investigation sequencing/arranging if an alternative-delivery method is used
<ul style="list-style-type: none"> Captures specific risks earlier in project life cycle 	
<ul style="list-style-type: none"> Informs detailed design development 	

WAIT TO PROCEED WITH EXPLORATIONS

Pro's	Con's
<ul style="list-style-type: none"> Allows for flexibility in adjusting boring locations if major design changes occur 	<ul style="list-style-type: none"> Risk of not complying with ODOT and WSDOT Geotechnical Design Manuals
<ul style="list-style-type: none"> Increases feasibility of modified investigation sequencing/arranging if an alternative-delivery method is used (<i>this approach may be more costly, though</i>) 	<ul style="list-style-type: none"> Not consistent with the approach taken on other major bridge projects in the region
	<ul style="list-style-type: none"> Leads to more general, less quantifiable risk identification
	<ul style="list-style-type: none"> Relies on limited data and requires conservative assumptions to inform detailed design

POST-NEPA, PRE-CONSTRUCTION TASKS

8/7/20 Draft

biennium

TASK	EST.	FY1920	FY2021	FY2122	FY2223	FY2324	FY24-26
Gov. Eval. I	\$ 75,000	\$ 30,000	\$ 45,000	\$ -	\$ -	\$ -	\$ -
Eng. Analysis	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -
Dev. Eng. RFP	\$ 12,500	\$ -	\$ 12,500	\$ -	\$ -	\$ -	\$ -
Gov. Eval. II	\$ 100,000	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -
Toll Policies	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -
Fin. Strat.*	\$ 240,000	\$ -	\$ 24,000	\$ 48,000	\$ 48,000	\$ 48,000	\$ 72,000
Gov. Eval. III	\$ 150,000	\$ -	\$ -	\$ 50,000	\$ 100,000	\$ -	\$ -
P3 Evaluation/RFI	\$ 50,000	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -
GeoTech Borings	\$ 700,000	\$ -	\$ 700,000	\$ -	\$ -	\$ -	\$ -
15% Eng. A	\$ 2,200,000	\$ -	\$ 1,000,000	\$ 1,200,000	\$ -	\$ -	\$ -
15% Eng. B	\$ 2,800,000	\$ -	\$ -	\$ 2,800,000	\$ -	\$ -	\$ -
T&R 2A	\$ 150,000	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -
T&R 2B	\$ 200,000	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -
Post NEPA Admin*	\$ 860,000	\$ -	\$ -	\$ 172,000	\$ 172,000	\$ 172,000	\$ 344,000
Pub. Involve.*	\$ 190,000	\$ -	\$ -	\$ 40,000	\$ 40,000	\$ 40,000	\$ 70,000
30% Eng. A	\$ 1,440,000	\$ -	\$ -	\$ -	\$ 1,440,000	\$ -	\$ -
30% Eng. B	\$ 3,260,000	\$ -	\$ -	\$ -	\$ 3,260,000	\$ -	\$ -
Obtain Rating	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -
Grant/Loan Apps	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -
Gov. Impl. IV	\$ 480,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 480,000
Fin. Plan Final	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000
Legislative Req.	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
T&R 3	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
60% Eng.	\$ 10,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000,000
Bid Docs	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Permits	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,000
POHR Reform	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
TOTAL	\$ 24,967,500	\$ 30,000	\$ 1,891,500	\$ 4,760,000	\$ 5,210,000	\$ 560,000	\$ 12,516,000
HB2017	\$ 271,500	\$ 30,000	\$ 191,500	\$ 50,000			
15% Engineering	\$ 5,700,000	\$ -	\$ 1,700,000	\$ 4,000,000			
Govern/Finance	\$ 1,746,000	\$ -		\$ 98,000	\$ 298,000	\$ 348,000	\$ 1,002,000
P3 Eval	\$ 50,000			\$ 50,000			
T&R	\$ 550,000	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ 200,000
Admin/PI	\$ 1,050,000			\$ 212,000	\$ 212,000	\$ 212,000	\$ 414,000
30% Engineering	\$ 4,700,000				\$ 4,700,000		
60% Engineering	\$ 10,000,000						\$ 10,000,000
Pre-Construction	\$ 900,000						\$ 900,000
TOTAL	\$ 24,967,500	\$ 30,000	\$ 1,891,500	\$ 4,760,000	\$ 5,210,000	\$ 560,000	\$ 12,516,000

Executive Director's Report

August 11, 2020

Administrative

- Staff recommends that the Commission return to its regular schedule of two meetings per month starting in September. The September meetings would be on the 1st and 15th.
- Current issues relevant to the COVID-19 pandemic:
 - Governor Kate Brown declared that Hood River County would be placed on the State Watch List. This designation is for counties that are experiencing a concerning increase in COVID-positive cases whose infection could not be traced to a known source and other measures. This status will last for 30 days.
 - The Emergency Operations Center (EOC) will stand down on August 10. It has been operational for COVID longer than any prior incident. The Joint Information Center (JIC) continues with weekly meetings. Genevieve participates on the JIC.
 - The Event Site is open for seasonal passholders only now on Fridays and weekends. No parking is allowed on the east side of N. 1st Street on those same days. No kiting is allowed at the sand or lawn areas at Marina Beach. We believe these measures have reduced the crowding and use conflicts that occurred in mid-July.
 - Panels have been installed in the front office space to provide additional separation between workstations.
 - We have been pleased by the installation of port-a-potties and drop boxes throughout the waterfront properties. The service provided by both vendors has been stellar.
- Attached is a memo from Hal Hiemstra of Summit Strategies summarizing their work efforts and successes over the past 15 years. This responds to a Commission request at the July regular meeting.

Recreation/Marina

- On August 5, a devastating tragedy occurred with the drownings of two visitors near Marina Beach. The Sheriff's press release detailing the incident is attached. Staff will install additional signage warning of the dangerous currents at multiple new locations and will implement a reoccurring, annual media release warning of the dangerous conditions around the Sandbar.
- The Marina has had an increase in large vessels visiting due to travel limitations to Canada. Staff has been utilizing the North Jetty Cruise Ship Dock to moor the over 60' vessels and to preserve guest dock space for small boats that utilize the overnight option. This also mitigates potential damage to the guest dock from large vessels in heavy wind.

- Marina wait lists are growing. There was a significant drop in entries this spring, likely due to the uncertainty of Covid-19, but the numbers are now close to those last year at this time. The current lists:
 - 30' and under- 21 applications
 - Over 30'-45'- 8 applications
 - Over 45'- 3 applications

- Staff has been working closely with Concessions to monitor and understand the impacts of restrictions and operational changes. Several vendors report that July was the busiest month they have ever had.

- All Waterfront Concession Leases expire in October. Staff will have an RFP schedule ready to post by the end of August. Staff anticipates that most Vendors will wish to renew their leases and keep their current locations. There has been interest from one new kite school to operate on Port Property, and several phone calls requesting permission to operate food carts. The list below illustrates the number and different types of current Concessions (including those that chose not to operate during the pandemic):
 - Kite Schools- 5
 - Windsurfing, Kite, & SUP School- 1
 - Windsurfing- 1
 - SUP Rental and lessons- 1
 - Sup (downwind instruction)- 1
 - Kayak & SUP Rentals and instruction- 2
 - Kids Programs- 2
 - Pedicab- 1
 - Outrigger Canoe- 1
 - Food Vendors- 2
 - Photographer- 1

Development/Property

- The re-roof of the Big 7 Building will begin at the end of August. The Pre-con will be held the week of August 10th. Staff will provide an update at the meeting.

- Construction continues on Pfriem's brewery expansion project. Their contractor has begun installation of the steel structure for the wastewater treatment building.

- Columbia Gorge News has completed move-in at the DMV Building.

- The Hood River Chamber of Commerce re-opened the Visitor Center on July 21. They are open weekdays through September.

- Attached is a summary of the evaluation of solar potential for the Jensen Building that was completed through the Hood River Energy Council. Although the study concluded a

solar project was not feasible at this time, it did reflect an excellent effort and useful product to consider.

Airport

- The Connect 6 project is going well and now over 67% complete. The paving is set to begin August 17th and will complete that week.
 - Paving activities for the North Apron project commenced on August 4th after resolution of the sub-grade issues. Ramp access for the hangars and WAAAM reopened on August 6th. The project was 41% complete before paving was started and will be 80% complete by the end of August.
 - Preliminary designs have been provided by Aaron Faegre for both the North Apron Commercial hangars and the east-side box hangars. Staff is finalizing the box hangar design to bring to the Commission in September, before beginning marketing efforts. Promotional flyers for the commercial hangars went out the week of August 3rd.
 - The Port is eligible for \$30,000 of FAA funds from the CARES Act for airport improvements. Staff reached out to William Kelsey who services the AWOS for a list of upgrades to improve its reliability and functionality and will seek Commission approval for a request based on his recommendations.
 - The second meeting of the working group discussing noise conditions occurred on August 5th. The group is composed of four members of the AAC and four area residents.
 - The Airport T-Hangar waitlist continues to grow. Currently there are 36 existing T-Hangars and a list of 28 applicants.
-

Bridge/Transportation

- On July 30, staff completed repairs to sections of guard rail near the lift span that had been damaged by a truck impact in early July. The operation required single-lane closures but was completed in less than two hours.
- Fred Kowell will provide an update on All Electronic Tolling (AET) and traffic volumes.
- The 2020 Fracture Critical Inspection is complete. Staff met ODOT and the contractor (DEA) on July 30 to review preliminary inspection findings. DEA stated that the bridge was in the best shape they have seen compared to all prior inspections. This is a testament to the various repair and upgrade projects the Port has carried out over the past three years, and to the continued maintenance efforts of the Facilities staff.



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DATE: July 30, 2020

TO: Michael McElwee

FROM: Hal Hiemstra

SUBJECT: Outline of Activities, Successes and Lobbying Results Over Past Decade+

Please find below a brief outline of some of the activities and successes that Summit Strategies has been engaged in on the Port's behalf over the last decade or so. This outline does not capture all of the activities of course, but it does present a good sampling of the types of activities that we have typically engaged in most years. Because it became repetitive, I did not necessarily outline each year's lobbying trip efforts, but with rare exception, the Port has made annual and sometimes twice a year lobbying trips to Washington, D.C., and Summit has organized and coordinated each of those trips. In those instances when we delivered unusual or one-off legislative efforts, or responded to unique opportunities on Capitol Hill or with the Administration, I did go into a bit more detail to outline those activities.

Please let me know if you want more information.

2020

- As in previous years, schedule and coordinate for Port Commissioners and Port officials Congressional meetings with Oregon Senators Wyden and Merkley, and Washington Senators Murray and Cantwell, as well as Representatives Walden, DeFazio, and Herrera-Beutler, and professional staff on the House and Senate Transportation Committees. Also schedule and coordinate meetings for Port Commissioners and officials with senior staff at the USDOT office of the Secretary, USDA Office of Rural Development, and USDOT Office of Innovative Finance/Build America Bureau.
- Draft and complete FAST Act Reauthorization forms for the House Transportation and Infrastructure Committee, secure the support for same from Rep. Walden to submit to the Committee, and meet with Democratic and Republican Professional Staff to explain the requests and rationale for it. Coordinate timely submittal for TIFIA amendment request to the committee by Rep. Walden.
- Regularly meet with House Transportation Committee Chairman Peter DeFazio to discuss the Hood River/White Salmon Bridge Replacement project and the need for substantial levels of federal funding to support the project if the Committee includes earmarked funds in the FAST Act reauthorization bill. (Now called the INVEST Act, the bill does not currently include earmarked projects, but it may next year since Congress is unlikely to complete the reauthorization effort in 2020.)
- Draft Water Resources Development Act (WRDA) request for the Port of Hood River, secure US Army Corps of Engineers support for same, and work with Rep. Walden and



SUMMIT STRATEGIES

his staff to submit a request authorizing USACE to conduct an Eco System Restoration Study at the Hood River Delta. This language was included in the WRDA bill passed by US House of Representatives on 7/29/20.

- Advocate for the inclusion of funding in Coronavirus emergency spending bills for lost toll revenue resulting from stay at home orders.
- Keep Oregon Congressional members and staff informed of adverse economic impacts resulting from the Coronavirus lock downs and provide regular updates to Port officials about emergency spending programs and opportunities passed by Congress.
- Monitor USDOT's discretionary funding programs and advise the Port about submitting an INFRA grant request and a BUILD grant request. Assist the Port in preparing the discretionary funding requests, brief Congressional members and staff about the request and seek Congressional letters of support for same, coordinate timely follow-up phone calls and communication with senior USDOT officials concerning the pending grant applications.
- Advise Port officials about materials to prepare for Washington D.C. lobbying trips, edit and print same, advise Port officials about regional letters of support and distributing same to Congressional delegation members and staff as well as Administration officials.

2019

- Schedule and Coordinate the Port's annual lobbying trip to Washington, D.C. and arrange meetings with key members and staff from the Oregon and Washington Congressional delegations, key Congressional Committee staff, and administration officials at USDOT and USDA.
- Work with Port staff to prepare briefing materials for DC lobbying trip.
- Draft Water Resources Development Act (WRDA) request for the Port of Hood River to authorize an Eco System Restoration Study for the Hood River Delta, secure US Army Corps of Engineers support for same, and work with Senator Merkley and Senator Wyden to submit same to the Senate Environment and Public Works Committee. During markup and passage of the WRDA 2020 bill in the Senate EPW Committee in the spring of 2020, the committee included the Port's proposed statutory language authorizing the US Army Corps of Engineers to conduct an Eco System Restoration Study at the mouth of the Hood River Delta.
- Coordinate summer Congressional staff briefing in Hood River re Hood River Interstate Bridge Replacement project.
- Attend Port of Hood River Commission meeting and brief Port officials about Congressional progress and efforts.
- Periodically brief USDOT and USDA officials about progression on Bridge replacement effort.
- Draft and provide legislative language to Senator Merkley for possible inclusion in Senate version of the FAST Act reauthorization bill.
- Regularly meet with Chairman DeFazio re Hood River Interstate Bridge replacement project and periodically meet with House and Senate transportation committee staff



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concerning earmarking funds for bridge replacement should the committee include earmarks in their reauthorization bills.

- Monitor USDOT discretionary grant opportunities and advise Port officials about applying for same.
- Advise the Port about One Gorge Activities.

2018

- Schedule and Coordinate the Port's annual lobbying trip to Washington, D.C. and arrange meetings with key members and staff from the Oregon and Washington Congressional delegations, key Congressional Committee staff, and administration officials at USDOT and USDA.
- Work with Port staff to prepare briefing materials for DC lobbying trip.
- Regularly meet with Rep. Peter DeFazio and Rep. Greg Walden and Senators Merkley and Wyden to discuss the status of the Hood River White Salmon Bridge replacement project and legislative strategies for securing federal funding to assist with same.
- Monitor federal grant making opportunities and advise Port staff about same.

2017

- Schedule and Coordinate the Port's annual lobbying trip to Washington, D.C. and arrange meetings with key members and staff from the Oregon and Washington Congressional delegations, key Congressional Committee staff, and administration officials at USDOT and USDA.
- Work with Port staff to prepare briefing materials for DC lobbying trip.
- Monitor Federal grant making opportunities and assist the Port staff with drafting an INFRA funding request for the Hood River Bridge project.
- Secure letters of support from Oregon and Washington Senators in support of the Port's funding request.
- Ken Jernstedt Airfield – in 2016, the Port received a \$1.3 million Connect Oregon VI Grant, but could not spend that funding for airport improvements until the FAA finished an Environmental Assessment (EA). Unfortunately, the FAA had not scheduled the EA work to begin until 2018 at the earliest. Hood River Airport's Fixed Base Operator (FBO) warned that \$7.5 million in private investment was in jeopardy if construction did not begin until 2020. Working with Senator Maria Cantwell (D-WA), Summit Strategies arranged for a call from the Senator to the FAA urging the agency to move the EA start date into 2017 work plan which then permitted the EA process to proceed and the project to move forward.

2016 -

- Schedule and Coordinate the Port's annual lobbying trip to Washington, D.C. and arrange meetings with key members and staff from the Oregon and Washington Congressional delegations, key Congressional Committee staff, and administration officials at USDOT and USDA.
- Work with Port staff to prepare briefing materials for DC lobbying trip.



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- In December, 2016, Summit Strategies worked closely with Port staff to draft a \$5.58 million Hood River Interstate Bridge Replacement Project FASTLane Grant Request. Summit provided significant edits and revisions to the grant proposal, drafted generic support letters, and specific support letters for Senators Wyden, Merkley, Cantwell and Murray, and Representatives Walden and Herrera-Beutler to send. Summit coordinated with each of these Congressional offices to secure their support for the grant application. Prior to submitting the application, Port Commissioners became concerned about matching funds that would be needed for the project and ultimately decided not to submit the application. The work on that application however, was not wasted because it became the basis for the INFRA and BUILD applications submitted by the Port and Klickitat County in 2020.
- Prior to 2016, the Hood River Interstate Bridge was not recognized as part of the National Highway System. The lack of NHS designation limited the ability of Port to secure federal discretionary transportation funding and take advantage of the new statutory language that the Port and Summit Strategies secured in the FAST Act passed by Congress in late 2015. The FAST Act, included a new competitive grant program named the Nationally Significant Freight and Highway Projects program. The main purpose of this program is to fund large (\$100 million or more) surface transportation projects that facilitate the movement of freight. Within this broader competitive grant program, a special eligibility exists for freight-related highway and bridge projects located within National Scenic Areas (This language was included in the FAST Act by Congress at the request of the Port and Summit Strategies). In order to take advantage of this special eligibility, highway and bridge projects within National Scenic Areas had to also be located on the federally designated National Highway System. While the Hood River Bridge was located within the Columbia River Gorge National Scenic Area, it was not yet designated as a part of the National Highway System.
- Summit advised the Port, ODOT and Washington State DOT on what steps needed to be initiated to petition USDOT to change the functional classification of the bridge to a designated component of the NHS connecting Interstate 84 in Oregon to State Route 14 in Washington. Following a formal request for the functional classification change, USDOT/Federal Highway Administration recognized the NHS designation of the bridge in the spring of 2016.
- Throughout the year of 2016, Summit Strategies briefing Congressional staff and Members of Congress about the Hood River Interstate Bridge Replacement project, sharing and explaining details about previously completed documents such as the 2003 Draft EIS, the SR 35 Columbia River Crossing Study, the sR35 Final Report, and how the Hood River Bridge fits into the 2014 Washington State Freight Mobility Study.
- Prepared a detail Memo for the Port on “Federalization of the Hood River Interstate Bridge” and what it means for future federal funding of the facility.
- Summit coordinated and scheduled Washington, D.C. lobbying visits with Members of Congress and the Administration.



SUMMIT STRATEGIES

- Throughout the year, Summit regularly met with Members and staff of the Oregon and Washington Congressional delegations, representing the Port and presenting priorities of the Commission.
- Summit also regularly kept Port staff and Commissioners informed of developments on Capitol Hill and opportunities for discretionary funding.
- Summit also provided strategic advice to the Port related to One Gorge and the replacement of the Hood River Interstate Bridge.
- Summit kept the Congressional delegation closely informed on the impacts the oil train derailment incident in Mosier had on the Port and the Hood River Interstate Bridge.

2015

- Congress passed the Fixing America’s Surface Transportation Act (FAST) Act in the fall of 2015, including an amendment developed by the Port and Summit Strategies identifying projects located within National Scenic Areas as eligible for program funding. This language was secured only after a dedicated and sustained campaign directed by Summit Strategies and carried out with direct lobbying assistance by Port Commissioners, County and regional officials, and Members of the Oregon Congressional delegation.
- Prepared update memos to the Port Commissioners about conference negotiations over reauthorization of the surface transportation bill, prepared talking points for Port officials and commissioners to use when meeting with Rep. Walden in Washington, D.C. during the final negotiation over the Scenic Areas language ultimately included in the FAST Act.
- Summit worked with the U.S. Army Corps of Engineers to ensure the implementation of Nichols Basin Flowage Easement language included in the Water Resources and Reform Development Act of 2014 (WRRDA).

2014

- Summit worked with the Port and the US Army Corps of Engineers (Portland District Office and Headquarters office in DC) to draft language that was included in the 2014 Water Resources and Reform Development Act (WRDDA) that extinguished the Nichols Basin Flowage Easement (and enabled development to proceed on the Hood River waterfront).
- Throughout the year, Summit analyzed federal rulemakings by U.S. EPA on “Waters of the U.S.,” informing the County about legal challenges to this rulemaking and analyzing the rulemaking for impacts that could adversely affect or complicate the County’s water resources planning efforts.
- Summit coordinated a letter by Senators Murray, Merkley and Rep. Herrera-Beautler to USDA Secretary Vilsack urging USDA to include the final economic development payment to the National Scenic Area communities when USDA prepared the FY2017 Budget Request to Congress.
- The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) passed by Congress in August, 2005 included funding for a



SUMMIT STRATEGIES

project known as the “Frontage Road Crossing Project” in Hood River, Oregon. Project #3326 provided \$400,000 for this project, and Project #4711 provided \$500,000 for this project, for a combined total of \$900,000. By 2014, it was determined that these funds should be redirected to upgrading the pedestrian/bicycle bridge over the Hood River on the north side of the I-84. Modifying the description of this project (which had previously been viewed as a automobile bridge) to be a pedestrian/bicycle bridge project only was actually a significant matter and Summit worked to secure the support of Senators Wyden and Rep. Walden to press FHWA to reprogram the earmarked funds for pedestrian/bicycle facility improvements at this site on the Hood River waterfront.

2013 –

- Draft flowage easement language for WRRDA bill, share with Oregon Congressional delegation and Committee staff in both the Senate and the House of Representatives, and ensure that the language is included in the WRRDA bill as it is drafted and considered during 2013 and 2014.
- Work with ODOT to secure their support for revision of the \$900,0000 SAFETEA-LU earmark and work with the congressional delegation to help them understand the reasons for the shift and necessity to reprogram the funds.
- Coordinate and schedule annual lobbying trip to Washington, D.C., meet with Members of the Oregon and Washington congressional delegations re Port, City and County priorities.

Federal Appropriations secured by Summit Strategies between 2003 and 2013:

- Hood River Frontage Road Crossing Project -
In October 2005, the Port received word that \$900,000 in federal funding was included in the SAFETEA-LU surface transportation reauthorization bill for Preliminary Engineering and Design of a new vehicle and pedestrian bridge crossing the Hood River north of I-84.
- Integrated Technology Center:
\$150,000 in FIPSE Education funding in FY02
\$ 90,000 in EDI funding in FY03
\$ 50,000 in FIPSE Education funding in FY04
- Hood River White Salmon Interstate Toll Bridge Redecking Funds
\$1.35 million in FY03
- Windmaster Corner’s Sewer and Water Infrastructure (to HR County)
\$1,000,000 in STAG earmark in FY01 (of this, \$400,000 was shared with the City \$400,000 for upgrading the city’s grossly inadequate and undersized water service to the Hood River waterfront.)
- City of Hood River Drinking water upgrades
\$495,000 STAG earmark in FY03 for City drinking water upgrade project.

HOOD RIVER COUNTY SHERIFF FLASH ALERT

Hood River Marina Beach Drownings - 08/06/20

UPDATE:

Hood River, Ore. – On August 6th, 2020, at approximately 6:30 PM the body of Andrew Inskip was recovered by the Skamania County Sheriff's Office. He was located by boaters in the Columbia River near milepost 54 on Highway 14.

Hood River, Ore. – On August 5th, 2020, local area law enforcement responded to the Marina Beach on the Columbia River for a report of swimmers in distress. Two swimmers were determined to be unaccounted for and a search and rescue operation was quickly initiated. One juvenile was recovered at the mouth of the White Salmon River and later pronounced deceased at Providence Hood River Memorial Hospital. The search continued until dark for the adult male still unaccounted for, and resumed again in the morning on August 6th, 2020. The adult male has not yet been recovered.

At approximately 6:53 PM on Wednesday, August 5th, 2020, Hood River County 911 received a call of approximately 5-6 swimmers in distress off the sandbar at Marina Beach in the Columbia River. Officers with the Hood River City Police were dispatched to try and get eyes on the situation. Officers were able to identify that two subjects were unaccounted for.

Officers with Columbia River Inter-Tribal Fish Commission Enforcement (CRITFC) were able to launch a boat shortly, with a Hood River City Police officer on board. A caller from the Washington side advised of a possible subject floating near the mouth of the White Salmon River. The CRITFC boat arrived in the area and was able to pull a juvenile subject out of the water at approximately 7:38 PM. Life-saving efforts were immediately initiated while en route to the Hood River Marina, where they were met by Hood River Fire & EMS. The juvenile was transported to Providence Hood River Memorial Hospital, where he was later pronounced deceased.

In the meantime, the search continued on the water for an adult subject. The search was joined by boats and deputies from the Wasco, Skamania, and Klickitat County Sheriff's Offices, with Hood River County Sheriff's Office deputies on board. The HRCISO airplane also flew, but all efforts were called off after dark, to resume in the morning.

At 8:00 AM on Thursday, August 6th, 2020, the search was re-initiated. Utilizing the Skamania County Sheriff's Office Dive Team, along with boats from the Hood River, Wasco, Klickitat and Skamania County Sheriff's Offices, as well as CRITFC; a search was conducted based upon the last known location. Search efforts were ceased at approximately noon, having yielded nothing. Water and air searches will continue in coming days.


The unrecovered swimmer, 44-year-old Andrew Inskeep of Ridgefield, Washington, was a youth pastor with Ridgefield Church of the Nazarene. He was in Hood River as part of a youth outing and was at the beach with 18 youth and adults. Of the swimmers who were initially reported as struggling in the water, the others were able to either self-rescue or were rescued by adult church sponsors or nearby windsurfers. The deceased juvenile was an 11-year-old male member of the youth group whose name will not be released due to age.

Pastor Jason Matters of the Ridgefield Church of the Nazarene has asked that the families and church community be given space to grieve as they deal with this tragedy. The Hood River County Sheriff's Office and community of Hood River mourns with the Ridgefield community over the tragic loss of these two people.

Rooftop Sustainable NW Port of Hood River, 400 portway ave

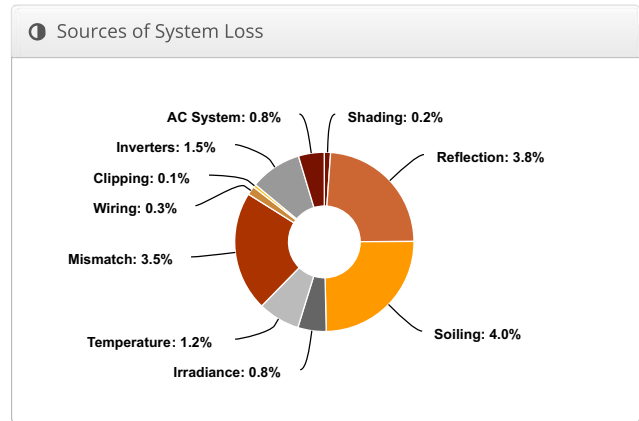
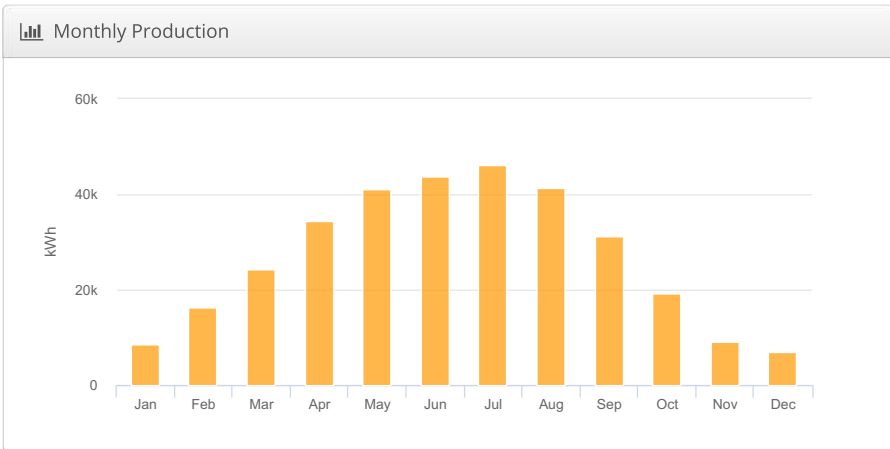
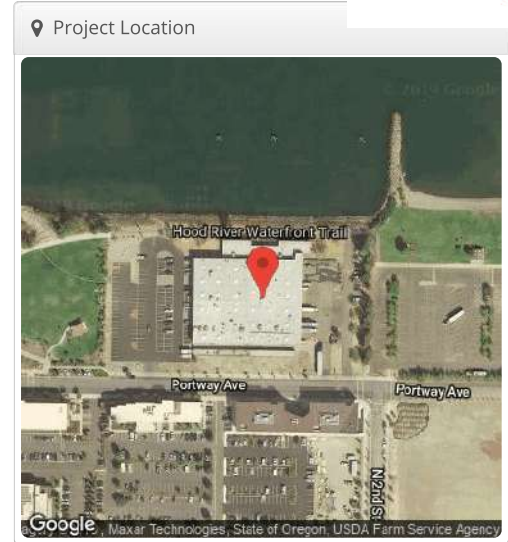
Report

Project Name	Sustainable NW Port of Hood River
Project Address	400 portway ave
Prepared By	Mayfield Renewables ryan@renewableassociates.com



System Metrics

Design	Rooftop
Module DC Nameplate	247.5 kW
Inverter AC Nameplate	200.0 kW Load Ratio: 1.24
Annual Production	322.3 MWh
Performance Ratio	84.9%
kWh/kWp	1,302.3
Weather Dataset	TMY, 10km Grid (45.75,-121.55), NREL (prospector)
Simulator Version	0a85ecb1f7-666d51b86b-ae8fff61fa-cbebe908f0



Annual Production

	Description	Output	% Delta
Irradiance (kWh/m ²)	Annual Global Horizontal Irradiance	1,469.9	
	POA Irradiance	1,533.7	4.3%
	Shaded Irradiance	1,530.9	-0.2%
	Irradiance after Reflection	1,472.2	-3.8%
	Irradiance after Soiling	1,413.5	-4.0%
	Total Collector Irradiance	1,413.5	0.0%
Energy (kWh)	Nameplate	349,803.6	
	Output at Irradiance Levels	346,929.9	-0.8%
	Output at Cell Temperature Derate	342,711.9	-1.2%
	Output After Mismatch	330,775.1	-3.5%
	Optimal DC Output	329,932.9	-0.3%
	Constrained DC Output	329,654.4	-0.1%
	Inverter Output	324,706.0	-1.5%
	Energy to Grid	322,270.0	-0.8%
Temperature Metrics			
	Avg. Operating Ambient Temp		11.5 °C
	Avg. Operating Cell Temp		19.0 °C
Simulation Metrics			
	Operating Hours	4691	
	Solved Hours	4691	

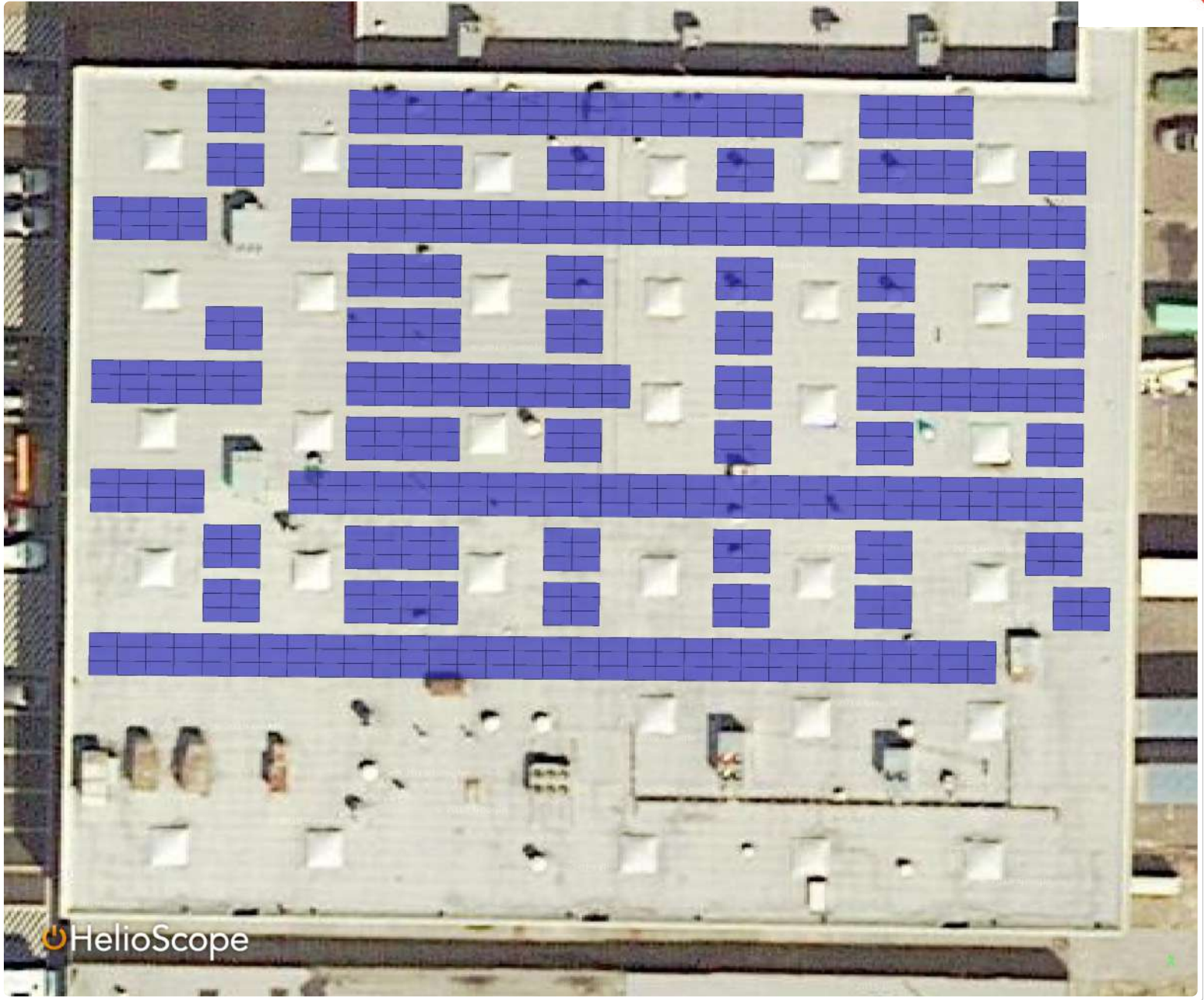
Condition Set												
Description	Condition Set 1											
Weather Dataset	TMY, 10km Grid (45.75,-121.55), NREL (prospector)											
Solar Angle Location	Meteo Lat/Lng											
Transposition Model	Perez Model											
Temperature Model	Sandia Model											
Temperature Model Parameters	Rack Type	a	b	Temperature Delta								
	Fixed Tilt	-3.56	-0.075	3°C								
	Flush Mount	-2.81	-0.0455	0°C								
Soiling (%)	J	F	M	A	M	J	J	A	S	O	N	D
	2	2	2	2	3	5	5	6	6	3	2	2
Irradiation Variance	5%											
Cell Temperature Spread	4° C											
Module Binning Range	-2.5% to 2.5%											
AC System Derate	0.75%											
Module Characterizations	Module	Uploaded By	Characterization									
	MSE365SQ9S (Mission Solar)	Folsom Labs	Spec Sheet Characterization, PAN									
Component Characterizations	Device	Uploaded By	Characterization									
	CPS SCA50KTL-DO/US-480 (Sept17) (Chint)	Folsom Labs	Spec Sheet									

Components		
Component	Name	Count
Inverters	CPS SCA50KTL-DO/US-480 (Sept17) (Chint)	4 (200.0 kW)
Strings	10 AWG (Copper)	40 (5,386.0 ft)
Module	Mission Solar, MSE365SQ9S (365W)	678 (247.5 kW)

Wiring Zones			
Description	Combiner Poles	String Size	Stringing Strategy
Wiring Zone	12	13-19	Along Racking

Field Segments									
Description	Racking	Orientation	Tilt	Azimuth	Intrarow Spacing	Frame Size	Frames	Modules	Power
Field Segment 1	Fixed Tilt	Landscape (Horizontal)	5°	180.56°	2.7 ft	3x2	113	678	247.5 kW

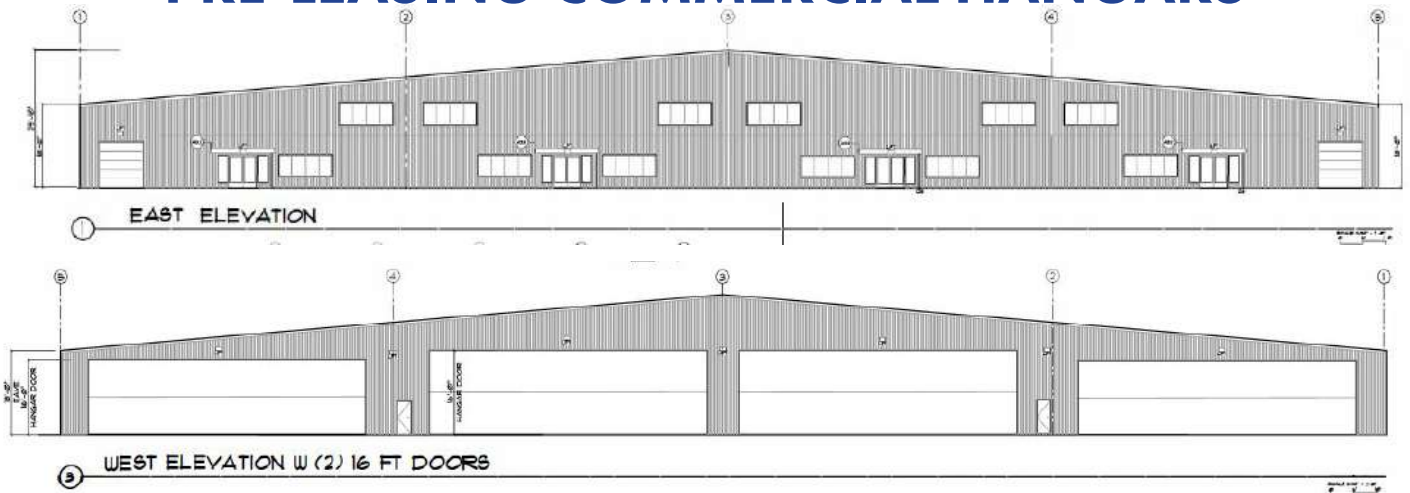
Detailed Layout



HelioScope

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KEN JERNSTEDT AIRFIELD - 4S2 PRE-LEASING COMMERCIAL HANGARS

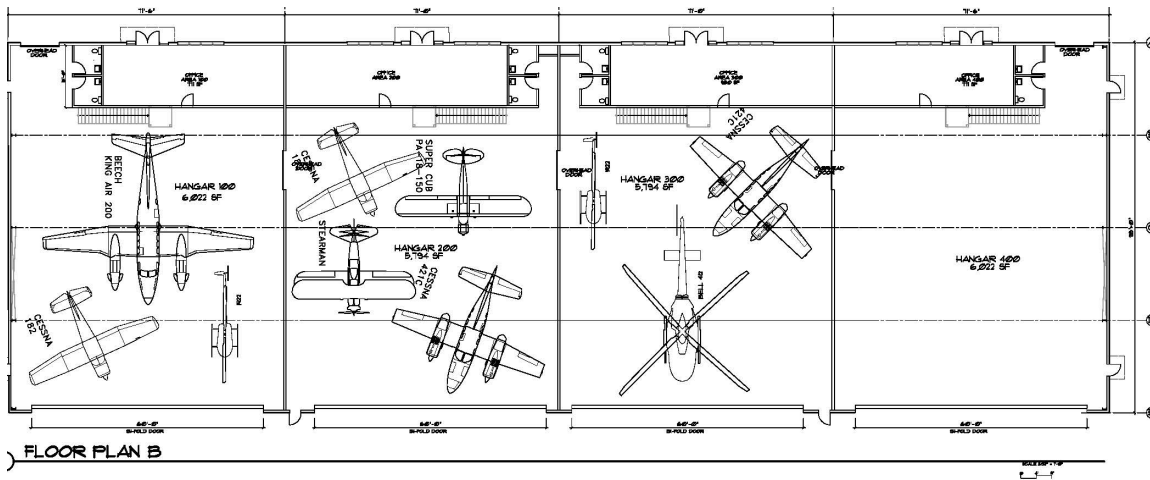
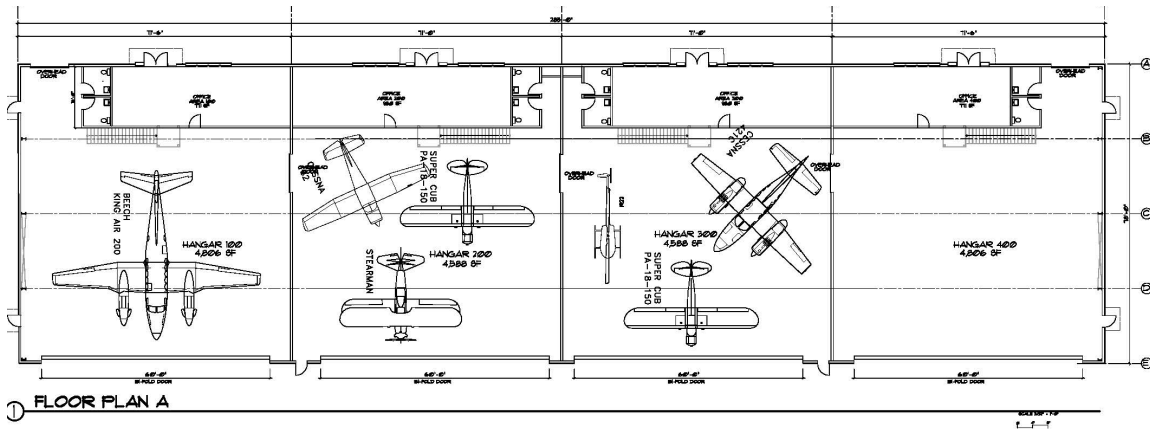


*Delivery in 2021 - 5,500 - 27,000 square feet
For hangarage, business, R&D*



FOR MORE INFORMATION CONTACT:

ANNE MEDENBACH
Port of Hood River
Development and Property Manager
(541) 386-5116 • amedenbach@portofhoodriver.com



- Pre-lease either of 2 floor plan options (5,500 sf or 6,700 sf units)
- Light industrial, aviation-related business or hangarage
- \$0.85/sf NNN, 3 year minimum term
- Port to design, build and lease



The Ken Jernstedt Airfield is a unique airfield serving the Mid-Columbia River Gorge area. With an alternative grass landing strip, 400+ based aircraft, a world-renowned aviation and antique automobile museum and one-of-a-kind views, the airfield offers GA pilots a vibrant and engaging aviation community. The full-service FBO provides self-serve and full-service fueling options as well as training, rentals, maintenance, and sight-seeing. There is a very active glider and tail-wheel community that relish the flying conditions of the Gorge. The area's burgeoning UAV industry supplies a vibrant driver to the local flying community and aviation-centered education and business opportunities abound. The airfield is also a base for seasonal firefighting operations and provides an essential location for local emergency response, search and rescue, and urgent medical care.

FOR MORE INFORMATION CONTACT:

ANNE MEDENBACH, Port of Hood River Development and Property Manager
 (541) 386-5116 • amedenbach@portofhoodriver.com



Commission Memo



Prepared by: Anne Medenbach
Date: August 11, 2020
Re: Chamber Lease Termination

The Hood River County Chamber of Commerce has been a tenant in the 700 Marina Way building since 2012 and has operated in Hood River for 70 years. The Chamber is in the middle of large transition in their operations and also of course dealing with the economic downturn from the pandemic. As a result, they are no longer able to pay the rent for the 2,100 sf of office in the Port's building, nor do they need this much space with their reduced operations.

The Port deferred 50% of their rent in April for 6 months. As things changed the Chamber eventually requested a full abatement of rent from April through September. They were able to secure a grant from the State of Oregon to continue Visitor Center operations through September by paying half of the rent and other related expenses.

The Port and the Chamber have agreed to the following:

1. The Port will allow the Chamber to terminate their Lease on September 30, 2020.
2. The Port will forgive the deferred rental amount from May-September of \$7,361.70.
3. The Chamber will pay 50% of the rent and related expenses from July through September totaling \$4,417.02.

RECOMMENDATION: Approve Lease Termination Agreement with the Hood River County Chamber of Commerce.

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LEASE TERMINATION AGREEMENT

This Lease Termination Agreement ("Agreement") is entered into between **The Port of Hood River**, an Oregon municipal corporation ("Lessor") and **Hood River Chamber of Commerce**, ("Lessee").

WHEREAS, Lessor and Lessee are parties to that certain Lease dated January 5, 2012 for certain space containing 2,627 square feet and known as the Port Marina Building, Hood River, OR 97031("Leased Premises"); and

WHEREAS, the parties now desire to provide for the termination of the Lease, and the return of the Leased Premises to Lessor, prior to the current expiration date of the Lease.

NOW, THEREFORE, in consideration of mutual promises contained herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, it is agreed as follows:

1. **Lease Termination; Personal Property Transfer.** The parties agree that in lieu of the original expiration date of December 31, 2021, the Lease shall terminate effective September 30, 2020 ("Termination Date"). Prior to the Termination Date, Lessee shall quit the Leased Premises and surrender and return the Leased Premises to Landlord, in broom clean condition in accordance with the terms of the Lease.

2. **Mutual Release.** Upon Lessee satisfying its obligations set forth in this Agreement and the Lease arising prior to September 30, 2020, Lessor releases Lessee from any Lease obligations arising on or after September 30, 2020, and Lessee releases Lessor from any Lease obligations arising on or after September 30, 2020, the Lease termination date.

3. **Final Payment.** Lessee shall pay Lessor all utility and tax payments through September 30, 2020 including any arrears amounts. Lessee shall pay 50% of the rent from July 1, 2020 through September 30, 2020, totaling **\$4,417.02**. In May, the Port deferred 50% of the rent for a 5-month period (May-September) which totaled **\$7,361.70**. The Port has forgiven this deferred rental amount totaling **\$7,361.70**.

4. **Binding upon Successors and Assigns.** This Agreement shall be for the benefit of and be binding upon the parties hereto and their respective successors and assigns

5. **Final Agreement.** This Agreement shall constitute the final agreement and understanding of the parties on the subject matter hereof. This Agreement may be modified only by a further writing signed by the parties.

6. **Attorney Fees.** If any legal action is commenced to enforce or interpret the terms of this Lease Termination Agreement, the prevailing party shall be entitled to reasonable

attorney's fees and costs prior to trial, at trial or on appeal, in addition to any other relief to which the prevailing party may be entitled.

7. **Oregon Law; Illegality.** This Agreement shall be governed by the laws of the State of Oregon. In case any one or more of the provisions contained herein shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision of this Agreement, but this Agreement shall be construed as if such invalid, illegal or unenforceable provisions had not been contained herein.

8. **Counterparts.** This Amendment may be executed in any number of counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives on the dates stated below.

Lessee:

Lessor:

By: Kate Schroeder

By: Michael McElwee

Title: Executive Director

Title: Executive Director

Date: _____

Date: _____

Commission Memo



Prepared by: Kevin Greenwood
Date: August 11, 2020
Re: WSP Contract Amendment No. 3

The attached Amendment No. 3 to the original July 16, 2018 contract between the Port of Hood River and WSP USA addresses four items:

1. Changes to the Scope of Work due to the Cost to Complete analysis,
2. Changes to Consultant Compensation based upon adjustments to task costs,
3. Changes to Key Personnel based upon new hires by WSP, and
4. Changes to the Rate Schedule based upon new hires and contracted CPI adjustments.

No changes are being requested to the bottom-line contract amount. Approximately \$31k remains in the WSP contingency.

This contract has been and will continue to be reimbursed from the \$5 million grant from the State of Oregon identified in the 2017 Transportation Bill.

RECOMMENDATION: Authorize Amendment No. 3 between the Port of Hood River and WSP USA.

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**PORT OF HOOD RIVER
PROFESSIONAL SERVICES CONTRACT
AMENDMENT No. 3**

This Amendment No. 03 (the “**Amendment**”) to the Port of Hood River Professional Services Contract, No. 2018-01, dated July 16, 2018, (the “**Agreement**”) is entered into between the Port of Hood River and WSP USA, Inc. (collectively, the “**Parties**”).

RECITALS

WHEREAS, Sec. 1.4 of the July 16, 2018 Professional Services Contract states that two cost-to-complete (“C2C”) analyses will be conducted; and,

WHEREAS, said C2C analysis was completed with review by the Port’s Project Team and the findings shared with the Port of Hood River Commission on August 11, 2020; and,

WHEREAS, based upon the analysis, this amendment allows for changes to the Scope of Work (Exhibit A), Consultant Compensation (Exhibit B), Key Persons (Exhibit D), and Rate Schedule (Exhibit F) while staying on budget and schedule; and,

WHEREAS, Amendment No. 01 was approved by the Commission on August 6, 2019 to accommodate job description and rate changes resulting from a merger between WSP USA, Inc. and BergerAbam; and

WHEREAS, Amendment No. 02 was approved by the Commission on October 22, 2019 to allow changes to the Scope of Work (Exhibit A), Consultant Compensation (Exhibit B), and Rate Schedule (Exhibit F) as documented in the 2019 C2C;

NOW, in consideration of the mutual promises contained herein, and for good and valuable consideration, the Parties agree as follows:

AGREEMENT:

- 1. Exhibit A:** The Parties hereby replace the amended attached Exhibit A to the Agreement with the “Hood River Bridge Replacement Project, Final Statement of Work Updated July 24, 2020” Exhibit A attached hereto.
- 2. Exhibit B:** The Parties hereby replace the amended attached Exhibit B to the Agreement with the “Hood River Bridge Replacement Project, Consultant Compensation” Exhibit B attached hereto.
- 3. Exhibit D:** The Parties hereby replace the originally attached Exhibit D to the Agreement with the “Hood River Bridge Replacement Project, Key Persons” Exhibit D attached hereto.
- 4. Exhibit F:** The Parties hereby replace the amended attached Exhibit F to the Agreement with the “Hood River Bridge Replacement Project, Billing Rate Sheet” Exhibit F attached hereto.

5. REMAINING CONTRACT PROVISIONS. Except as specifically modified by this Amendment, the Parties understand and agree that all provisions of the Agreement remain in full force and effect.

WSP USA Inc.
851 SW Sixth Ave., Ste. 1600
Portland, OR 97204
(503) 417-9355



7/23/2020

Jason Tell Area Manager. Date

Port of Hood River
1000 E. Port Marina Drive
Hood River, OR 97031
(541) 386-1645

Michael McElwee, Executive Director Date

Approved for Legal Sufficiency



7/30/2020

William J. Ohle, Port Counsel Date



**Hood River Bridge Replacement Project
Environmental Studies, Design and Permitting Support**

Final Statement of Work

July 16, 2018

Updated September 24, 2019

Updated July 24, 2020



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INTRODUCTION

The Port of Hood River (Port) is entering into a Professional Services Contract with WSP USA (Consultant) to deliver environmental studies, design and permit assistance for the Hood River Bridge Replacement Project (Project).

GENERAL ASSUMPTIONS

The following are general assumptions for this statement of work and associated budget. Changes to these assumptions may require changes in the statement of work, schedule, and/or budget:

- a. The duration to accomplish services included in this Statement of Work is expected to occur between approximately July 25, 2018 and July 31, 2021 (36 months), and is subject to change given the contingencies and assumptions in the Statement of Work. Material extension (longer than approximately 15 days) of this schedule may require additional project budget.
- b. Any construction cost estimate prepared as part of this Statement of Work will be commensurate with the level of engineering (10 percent design or less) and be conceptual in nature, based on design assumptions and bid history.
- c. Geotechnical information is based on data gathered in an amount which is less than that required for final design.
- d. This Statement of Work assumes that all deliverables, unless otherwise stated, will be limited to one draft version and one final version. The draft version will be reviewed concurrently by the Port and ODOT, and the final version will be prepared with edits and comments from the Port incorporated to the extent both the Port and Consultant agree. The Port may include other consultants in its review and provide compiled comments for the Consultant to address.
- e. Consultant will provide all deliverables in electronic format unless otherwise specified in the Statement of Work.
- f. Consultant attendance at meetings will include travel time and travel expenses. When possible, trips will be combined with other Project activities to serve multiple purposes in single trips.
- g. Requests to perform services outside the Statement of Work will be documented and authorized in writing (email is acceptable) by the Port, including an agreed upon budget for those services by both the Port and Consultant, prior to the Consultant initiating any out-of-scope services.
- h. The study area is generally defined as the existing Hood River Bridge and its connections to the I-84/Exit 64 interchange and SR 14/bridge approach road intersection as well as the three new bridge alignments and approach/connections documented in the Draft EIS. **Amended 9/24/2019:** *Alternative EC-1 will be evaluated in the environmental technical reports, but will be eliminated from consideration based on a re-screening of all three build alternatives. The Supplemental Draft EIS will document the elimination of this alternative from consideration, and the environmental impact analysis will be limited to Alternative EC-2, Alternative EC-3, and the No Action Alternative.*
- i. The preliminary preferred alternative (in its entirety, including the assumed vertical clearance) identified in the Draft EIS and further studied in the Bridge TS&L will continue to be the preferred alternative in subsequent NEPA documents. No additional alternatives will be analyzed, designed or otherwise developed beyond the three build alternatives evaluated in the Draft EIS.
- j. The NEPA lead agency is FHWA and led by the Oregon Division Office. NEPA and supporting technical analyses and reports will be prepared to comply with ODOT procedures. NEPA documents will be prepared to address and comply with Washington SEPA, as needed. The NEPA classification is an EIS; a Supplemental Draft EIS and Final EIS will be prepared.

1. PROJECT MANAGEMENT

1.1. Project Management and Coordination

Consultant will coordinate with the Port to provide overall project management of the Project, including oversight and direction of the Consultant team, and coordination with ODOT and FHWA to identify issues and resolutions. This task includes preparation of monthly invoices, progress reports, Commission packets (schedule change report, projected work activities, fully expanded schedule), updating financial systems, maintaining project files/records/emails, development and monthly update of project schedule, development and update of project management and quality assurance plan, development and update of a web-based collaboration site for file sharing, regular phone/email coordination with the Port and its EIS Technical Advisor, and management of subcontracts.

Consultant will prepare a baseline burn rate projection (tasks by month) to analyze budget compliance and conduct up to two (2) revised burn rate projections. Consultation will develop charts by major tasks to compare planned versus actual budgets; charts will be updated monthly and submitted with invoices.

Updated July 24, 2020: An additional six (6) months of project management and coordination is added to this task.

Deliverables:

- Monthly progress reports/invoices
- Project schedule and updates
- Monthly commission packets (beginning February 2019)
- Project management and quality assurance plan
- Collaboration website
- Baseline for projected budget burn rate
- Planned versus actual budget charts (for 6 months)

1.2. Client Progress Meetings

Consultant will prepare for and participate in one in-person Project kick-off meeting and regular progress meetings between the Port and the Consultant throughout the duration of the Project. Consultant will prepare meeting agendas, summarize key decisions made during the meeting, and maintain an action items log. Client progress meetings will include:

- One (1) kick-off meeting with the Port
- Periodic project progress meetings with the Port; monthly through September 2019; every other month for remaining contract duration.
- Monthly project management teleconferences with the Port

Assumptions:

- Up to five (5) Consultant staff (PM, PI Lead, Environmental Lead, Design Lead and Traffic Lead [by phone]) will attend the kick-off meeting, which will be held in Hood River and have a duration of four (4) hours.
- Kick-off meeting will include a debrief on recent lead agency coordination efforts by the Port and will define next steps for agency outreach.
- Up to four (4) Consultant staff will attend project progress meetings in-person or via teleconference; up to twenty-three (23) meetings will be held throughout the duration of the project with up to ten (10) meetings held in Hood River and up to ten (10) meetings held by teleconference; meetings will have a duration of up to two and one-half (2.5) hours.
- Consultant PM will participate in one-hour teleconferences; up to thirty (30) teleconferences will be held throughout the duration of the project.

Deliverables:

- Meeting agendas for monthly project progress meetings
- Log of action items and decisions.

1.3. Consultant Team Coordination Meetings

Consultant will hold weekly team coordination teleconferences to track the status of deliverable production; scope and schedule compliance; quality control, and address emerging issues. Consultant will prepare a 3-month look ahead work plan, which will be updated at each meeting.

Assumptions:

- Up to four (4) Consultant staff will attend monthly teleconferences that have a duration of up to one (1) hour; up to thirty (30) teleconferences will be held throughout the duration of the project.

Deliverables:

- Work plan and updates

1.4. Change Control

To address changes requested by the Project team that vary from the approved statement of work, schedule, or budget, Consultant will prepare a Project Variance Request that provides a description of the variance, effect on scope, schedule and budget. Project Variance Requests will be submitted to the Port for authorization prior to any out-of-scope work being performed.

Consultant will prepare a cost-to-complete analysis on an annual basis. One Client Progress Meeting per year will be dedicated to reviewing the cost-to-complete analysis.

Assumptions:

- Up to six (6) project variance requests will be prepared as needed.
- Up to three (3) cost-to-complete analyses will be prepared

Deliverables:

- Project variance requests
- Cost-to-complete analyses

1.5. Risk Management

Consultant will collaborate with the Port to identify risks that could affect the Project delivery. Risks will be listed in a risk register with probability of occurrence, magnitude of impacts, and avoidance/mitigation strategies identified. Consultant will review the risk register monthly at Client Progress Meetings and update as needed.

Assumptions:

- Risk assessment will be limited to qualitative analysis

Deliverables:

- Risk register

2. PUBLIC INVOLVEMENT

2.1. Public Involvement Plan and Task Coordination

2.1.1. Public Involvement Plan and Task Coordination

Consultant will develop a public involvement plan to address community interests and meet NEPA and SEPA requirements for public outreach. The plan will identify public involvement goals, project audiences, and tools used to reach each audience, including, but not limited to:

- Public meeting and online open house events, and briefings with stakeholder and community groups
- Project information shared at local community events
- Use of the Port's Project website
- Targeted outreach efforts to potentially affected minority populations, non-English speaking populations, and low-income populations in compliance with federal procedures on environmental justice

The Draft Public Involvement Plan will be reviewed and approved by the Port with a concurrent review opportunity by the BRAC members. The Consultant will incorporate the Port's comments (and the BRAC's to the extent feasible) and develop a Final Public Involvement Plan.

Consultant will prepare a slide presentation and make a presentation to the Board of Port Commissioners to provide an overview of the Public Involvement Plan.

Assumptions:

- Document to be prepared in MS Word.
- Up to four (4) updates to the Public Involvement Plan will be made throughout the project.

Deliverables:

- Public Involvement Plan
- Overview Slide Presentation of the Public Involvement Plan

2.1.2. Start-up Communications Activities (Task Completed 5/31/2020)

Consultant will establish and produce the following communications deliverables during the start-up phase of the Project:

- Create a comment tracking protocol that describes how the Port will accept comments throughout the Project, including during formal comment periods.
- Develop Project logo and document masthead

Assumptions:

- Comment protocol to be prepared in MS Word (four (4) page memo).
- The purpose of project logo and masthead is to provide a consistent graphic identity on all publicly-distributed materials including website, notices of events and meetings.
- Up to two (2) rounds of review for logo and masthead will be made. Port will consolidate all edits/comments to Consultant.

Deliverables:

- Comment tracking protocol document
- Project logo and masthead (electronic files)

2.2. Stakeholder Interviews (Task Completed 6/30/2019)

Consultant will coordinate with the Port and local partner agencies to identify stakeholders from whom to gather input on the perceptions and expectations of this Project, which will lead to developing a Stakeholders Interview List. Consultant will develop an interview questionnaire and conduct interviews in-person as possible. Telephone interviews will be conducted if the interviewee prefers this format or in-person interviews are not feasible. BRAC members will be interviewed individually. Other key stakeholders will be interviewed in two focus group-style meetings: one (1) in OR and one (1) in WA.

Upon completion of the interviews, Consultant will prepare a Stakeholder Interview Memorandum that includes data collected during the interviews, a summary of common stakeholder perceptions and suggestions, and analysis of project knowledge, support, goals and issues.

Assumptions:

- Port staff will handle all interview scheduling and meeting logistics.
- Information gathered through the individual stakeholder interviews will be publicly reported as an aggregate rather than calling out information attributed to specific stakeholders in order to protect proprietary and sensitive information.
- Up to twenty (20) stakeholder interviews will be conducted, which includes all members of the BRAC.
- Interviews will be conducted in-person in Bingen, Hood River or White Salmon; duration of each individual interview will be up to one (1) hour. Group interviews will be two (2) hours. Interviews will be scheduled consecutively to the extent possible for travel time savings.

Deliverables:

- Stakeholder Interview List
- Interview Questionnaire
- Stakeholder Interviews
- Stakeholder Interview Memorandum

2.3. Information Material: Media Releases, Fact Sheets, and Newsletters

Consultant will prepare up to four (4) media releases for Port distribution to media outlets.

Consultant will produce up to four (4) newsletters to distribute to stakeholders at key milestones throughout the Project. Consultant will produce the newsletters to be organized, sized and colored to best transmit information to the public. Newsletters will direct recipients to the website for further Project information and signing up for the mailing list. Newsletters will serve as the project facts sheet, be made available in print and electronically, and will be translated in Spanish.

Assumptions:

- Port to distribute media releases electronically.
- Newsletters will be formatted to be 11x17" and double-sided, folded in full color.
- Newsletters will be translated into Spanish as well as produced in English.
- Newsletters will be distributed by Port and consultant staff at local sites and at community meetings and events. They will align with key project milestones and will be distributed by the Port electronically to the Project mailing list recipients.
- Consultant will print 100 newsletters (x four (4) versions = 400 total copies) in English and 25 copies (x four (4) versions = 100 total copies) in Spanish.

Deliverables:

- Media releases
- Newsletters (English/Spanish – 4 each version, digital and hard copy)

2.4. Social Media and Digital Ads

Consultant will develop a social media strategy for Port implementation. Strategy must at minimum include goals, measurement, key messages, draft posts to include effective hashtags and suggested media with a timeline throughout the NEPA process. Consultant will prepare content to be placed on Port and partner agency social media accounts. Consultant will also prepare a digital advertising strategy and artwork for digital display advertising on Facebook and Twitter. Schedule includes up to four (4) different versions of the ads (two (2) for each Open House), as directed by Port. Consultant will deploy digital ads.

Assumptions:

- The purpose of social media activity is to have an online presence for project activity awareness through Port and partner agency Twitter and Facebook social media accounts.
- Written content will be in MS Word, visual content will be photographs. Port and partner agencies will post content. Sixteen (16) posts will be prepared for each platform.
- Consultant will produce, pay for and deploy digital advertising and include in direct expenses.
- Port and partner agencies to be responsible for monitoring social media accounts and responding to comments, as needed.
- Consultant social media specialist to participate in two (2) teleconference meetings with the Port.

Deliverables:

- Social media strategy/digital ad plans
- Social media content
- Digital ads

2.5. Project Website and Online Surveys

Consultant will prepare website content for Port to upload to the existing project site. Content to include key project milestones, public meetings/open houses, informational materials, online surveys and release of NEPA documents. Web content will be translated into Spanish using Google translate function and Spanish language newsletters will be posted. Online surveys will be translated into Spanish. All web updates to be the responsibility of the Port.

Assumptions:

- Port should consider purchasing the domain www.hoodriverbridge.org and make that the link to the project-specific section of the Port's website. This will make the informational materials more user-friendly.
- Spanish language website translation will require the Port to add Google translate plug-in to be added to the project web page.
- Up to six (6) website updates will be made throughout the project.
- Online surveys will align with in-person project Open Houses.
- Online comment periods will be two weeks in duration during each NEPA milestone.
- Website content will consist of:
 - Project overview/background
 - Environmental review
 - Purpose and need
 - Alternatives being considered
 - Project library – previous studies and environmental documents
 - Online survey
 - Email list sign-up

Deliverables:

- Project Website consisting of up to eight (8) sections of content and twelve (12) updates.

2.6. EIS Working Group

Consultant will prepare meeting agendas, materials and plan for WG meetings, facilitate meetings, and provide a decision log.

Consultant will attend one (1) meeting with Port and Washington local agencies.

Assumptions:

- Port will identify and coordinate the membership of the WG.
- Port will be responsible for all facility and food costs at meeting venues and scheduling the meetings.
- Port will prepare meeting summaries.
- The first WG meeting will include a chartering session conducted by two (2) facilitators. A WG charter will be produced as part of the meeting summary.
- The WG will meet in the Bingen, Hood River, and White Salmon area; meetings are assumed to be two (2) hours in duration. Up to three (3) Consultants (PM, PI Lead/Facilitator, and technical lead) will attend each meeting.
- Up to eight (8) WG meetings are assumed.
- Materials to be distributed to the EIS Working Group will be shared in draft review form with the Port at least two weeks prior to the meeting, and sent to the EIS Working Group approximately one week prior to the meeting.

Deliverables:

- Meeting agendas and materials
- WG charter

2.7. Task Reserved**2.8. Public Open Houses**

Consultant will coordinate, prepare for, and facilitate up to two (2) public open houses, including one (1) open house that functions as a public hearing for the SDEIS. Consultant will be responsible for preparing and placing a public advertisement about the meetings in the Hood River News, White Salmon Enterprise, online advertisements and for preparing the following materials that will be used at the meetings:

- Specific event and notification plan
- Comment form (hard copy and online version)
- PowerPoint presentation
- Display boards
- Comment summary
- Post-event summary

The Consultant will coordinate with the Port concerning the logistics of the public meetings. Consultant will serve as the meeting facilitator of the public meetings. It is anticipated that one public hearing will be required; Consultant will coordinate and provide one court reporter for the public hearing.

Assumptions:

- Public display advertisements will be placed in two (2) local newspapers (Hood River News and White Salmon Enterprise) and will be paid for by the Consultant.

- Open House locations will rotate between Hood River and White Salmon/Bingen, and will last up to two (2) hours; up to five (5) Consultant staff will attend each meeting; one public meeting will be a public hearing for the SDEIS. Port to be responsible for any facility costs.
- Up to ten (10) display boards will be prepared and printed for each public meeting
- Event summaries not to exceed eight (8) pages

Deliverables:

- Public meeting event plan, materials, displays and post-event summary for each meeting

2.9. Public Comments

The Consultant will create a comment tracking protocol (in Task 2.1) that describes how the Port will accept and respond to comments received, including general comments received outside of the SDEIS public comment period.

The Consultant will monitor comments received from the website, project email address, and online open house. Consultant also will receive comments forwarded from Port staff for inclusion in a comment log. Consultant will document and summarize up to fifty (50) public comments. Comments will be logged in an MS Excel spreadsheet.

Assumptions:

- Project comments, responses and activities will be documented and tracked using MS Excel.
- Consultant will document up to fifty (50) comments.

Deliverables:

- Comment Log in MS Excel

2.10. Community Outreach Events

Consultant will work with the Port to prepare a community outreach events plan that outlines the events, goals, staffing needs, and communication materials that can be used to share Project information at existing public events, including local community event booths, Port events, and through partnerships with community groups. Activities at existing events may include presentations (i.e. Hood River and White Salmon Rotary, Chamber) or booths/tables (i.e. WAAAM Fly-In, local schools).

Consultant to hold up to two (2) one-hour meetings with Port staff to 1) refine the event plan with the Port, and 2) review presentation materials with the Port.

Presentations and materials for events will include:

- Up to two (2) large presentation boards with graphics provided by others on the Consultant Team
- One PowerPoint presentations that include input/materials from others on the Consultant Team

Assumptions:

- Consultant will work with the Port to develop a list of up to four (4) events to support community outreach
- Each community event will include preparation, support materials, and attendance by up to two (2) Consultant public involvement specialists, and one or two port representatives.
- All community events are assumed to be within the Hood River, Bingen, White Salmon area, and may include presentations or staff and materials/booths/tables at existing events
- Consultant will provide support materials, including two large boards, a PowerPoint presentation, and a written summary.
- All events are assumed to be up to 2 hours in length.

Deliverables:

- Community Outreach Plan (subsection included in the Public Involvement Plan)
- Community Outreach Events presentations and summary memoranda

2.11. Environmental Justice Outreach

The Consultant will coordinate with the Port to identify leaders within minority communities, businesses that may employ a concentration of low-income or minority persons, community events (e.g., church events, community center functions, mobile library or food bank events) that are frequented by low-income or minority persons, and develop an outreach strategy to take project information to these events and gather input on the project. Consultant will conduct outreach at up to three (3) events, including the development of event notices, agendas identifying key discussion objectives/questions for participants, and meeting materials in English and Spanish. Consultant will participate in a 30-minute debrief teleconference with Port and other Consultant leads and prepare summaries of each event to document event logistics, attendees, all input received, and substantive topics discussed. Given the potential for the presence of linguistically isolated populations (anticipated to be Spanish-speaking), a Spanish community outreach plan will be generated, the meetings will be advertised and summarized in English and Spanish, and a Spanish interpreter will be provided by the Port.

Assumptions

- Demographic data will be developed under Task 5.4.8, Social and Economic Technical Report
- Door-to-door visits in the area will not be conducted.
- The strategy for outreach to EJ populations will be included in the Public Involvement Plan prepared under Task 2.1
- Agendas and meeting materials will be prepared in English and Spanish.
- Port will provide Spanish interpreter for meetings/events.
- Debrief sessions will be held via teleconference and limited to 30 minutes each.

2.12. Status Reports

Consultant will prepare up to thirty-six (36) monthly 1-page status reports for inclusion in the Port Commission meeting materials. The status report will document work completed over the past month, upcoming work, and public outreach events. The status report will be formatted with graphics, and text will be kept a summary level discussion.

Deliverables

- Monthly status reports

3. TASK RESERVED**4. TASK RESERVED****5. ENVIRONMENTAL****5.1. Environmental Study Plan and Coordination**

Consultant will develop a strategic Environmental Study Plan to move the project forward from the 2003 Draft EIS and 2011 TS&L Study through final NEPA documents and decisions. Consultant will develop the Environmental Study Plan to include streamlined approaches for coordinating the NEPA process and set a clear pathway for environmental compliance activities to address other federal, state and local regulations. Consultant will review past project documents and will consider the following inputs when developing the Environmental Study Plan:

tribal consultation, funding/financing strategy, agency roles and responsibilities, permits, technical studies, mitigation plan, and the NEPA classification and required documentation.

Consultant will prepare a Draft Environmental Study Plan for Port and State DOT review. Consultant will incorporate Port and State DOT review comments and prepare a Revised Draft Environmental Study Plan for FHWA review. Upon receipt of comments from FHWA, Consultant will revise and prepare the Final Environmental Study Plan.

Consultant will provide leadership, direction, and control of Consultant environmental work efforts. Consultant will provide day-to-day task management.

Deliverables:

- Draft, Revised Draft, and Final Environmental Study Plan

5.2. Agency Coordination

5.2.1. Lead Agency Identification

Consultant will work with the Port to identify and confirm the lead federal NEPA agency. Consultant will build upon the Port efforts to date and will:

- Outline NEPA triggers (e.g., funding, permits) by federal agency
- Meet with the potential lead federal agencies, ODOT, and Washington State Department of Transportation (WSDOT) to discuss lead, cooperating, and participating agency roles
- Coordinate with the tolling and revenue efforts to clarify potential federal funding sources

Consultant will prepare meeting agendas and materials, attend meetings, and prepare meeting summaries for up to 10 meetings with potential lead federal agencies, ODOT, WSDOT, and the Port. The Port will review one draft of the meeting agendas, materials, and summaries. Based on the Port's comments, Consultant will prepare final meeting agendas, materials, and summaries.

Assumptions:

- Potential lead agencies include the FHWA Oregon Division, FHWA Washington Division, US Coast Guard (USCG), and US Army Corps of Engineers (USACE)
- Up to one informational transfer meeting lasting up to two hours will be held with the Port in Hood River
- Up to four (4) meetings with potential lead agencies will be held at ODOT Region 1 in Portland
- Meetings with potential lead agencies will be up to one hour in duration
- Up to three Consultant staff will attend each meeting

Deliverables:

- Meeting Agendas, Materials, and Summaries

5.2.2. Agency Coordination and Planning Documents

Consultant will provide day-to-day coordination with ODOT and FHWA to address NEPA compliance and documentation. Consultant will facilitate up to two (2) one-hour teleconferences per month with the Port, ODOT and FHWA. Consultant will prepare agendas and action item logs for each teleconference. Up to 40 teleconferences will be held.

Consultant will prepare a Draft Agency Coordination Plan. The Port and ODOT will review the Draft Agency Coordination Plan and provide comments to the Consultant. Consultant will prepare a Revised Draft Agency Coordination Plan for FHWA review. Upon receipt of comments from FHWA, Consultant will revise and prepare the Final Agency Coordination Plan. The Consultant will update the plan as new information emerges (e.g., agency participation, agency staff contact information, EIS timeline).

The Agency Coordination Plan will include a list of agencies, roles and responsibilities, agencies that declined or did not respond to the invitation to be a participating agency, agency contract information, a project schedule, and the initial coordination, coordination points, and information requirements and responsibilities.

Consultant will develop a NEPA Team Charter to confirm roles, responsibilities, and document review assumptions for NEPA deliverables that the Port, ODOT, WSDOT, FHWA and the Consultant agree to.

Consultant will prepare letters to invite agencies and tribes to be cooperating and participating agencies. Draft letters will be submitted for Port and ODOT review; revised draft letters will be submitted to FHWA for review; final letters and a list of email addresses will be submitted to FHWA for distribution to agencies and tribes. Consultant will track responses from agencies and tribes.

Consultant will prepare a Notice of Intent (NOI) to prepare a Supplemental Draft EIS, which will be published in the Federal Register. The Draft NOI will be submitted for Port and ODOT review; a revised draft NOI will be submitted to FHWA for review; a final NOI will be submitted to FHWA for publication in the Federal Register.

Assumptions:

- The Port will provide one set of combined Port and State DOT review comments on the draft plan
- Only one version of the draft, revised draft, and final plan will be prepared
- Up to eight (8) updates will be made to the Agency Coordination Plan
- The Port will follow up with agencies that are unresponsive to the cooperating and participating invitation letters.

Deliverables:

- Draft, Revised Draft, and Final Agency Coordination Plan
- Updates to Agency Coordination Plan
- Agendas and action item logs for twice-weekly teleconferences
- Draft, Revised Draft, and Final NEPA Team Charter
- Draft, Revised Draft, and Final Notice of Intent

5.2.3. Tribal Consultation Plan

Consultant will prepare a Draft Tribal Consultation Plan. The Port and State DOT will review the Draft Tribal Consultation Plan and provide comments to the Consultant. Consultant will prepare a Revised Draft Tribal Consultation Plan. The plan may include an overview of the project team structure, goals and desired outcomes, and an approach for how and when consultation will be conducted.

Assumptions:

- ODOT will lead all tribal consultation efforts
- After the Revised Draft Tribal Consultation Plan is prepared, ODOT will use this information to refine their strategy to consult with tribes.
- No Final Tribal Consultation Plan is required.

Deliverables:

- Draft and Revised Draft Tribal Consultation Plan

5.2.4. Agency and Organizations Meetings

Consultant will prepare meeting agendas and materials, attend meetings, and prepare meeting summaries for up to 18 meetings with various bi-state federal, state, and local agencies and organizations to share information and gather input for NEPA, SEPA, and permitting compliance. The Port will review one draft of the meeting agendas, materials, and summaries. Based on the Port's comments, Consultant will prepare final meeting agendas, materials, and summaries.

The 18 meetings will be small, topic focused meetings (e.g., a meeting with the USACE and USCG to discuss in water work and permits or a meeting with US Fish and Wildlife Service (USFWS) and NOAA Fisheries National Marine Fisheries Service (NOAA Fisheries) to discuss ESA Section 7 consultation related issues).

Agencies and organizations may include but are not limited to FHWA, USACE, USCG, USFWS, NOAA Fisheries, EPA, Columbia River Gorge Commission, ODOT, Oregon Department of Environmental Quality (ODEQ), Oregon Department of State Lands (ODSL), Oregon State Historic Preservation Office (SHPO), WSDOT, Washington State Department of Ecology (WDOE), Washington State Department of Fish and Wildlife (WDFW), Washington State Department of Natural Resources (WDNR), Hood River County, Klickitat County, Port of Klickitat, City of Hood River, City of White Salmon, public utility districts, emergency service providers, and environmental interest groups.

Assumptions:

- Up to twelve (18) smaller meetings will be up to one hour in duration; up to six each will be held in Portland, Vancouver and Olympia
- Up to four Consultant staff will attend each meeting

Deliverables:

- Meeting Agendas, Materials, and Summaries

5.3. Methodology Memoranda (Task Completed 6/30/2019)

Consultant will prepare a Draft Impact Assessment Methodology Memorandum that provides an overview of data collection, impact analysis, agency coordination, and permitting methods applicable to the resource disciplines to be addressed within the NEPA documents. The Port and State DOT will review one draft of the memorandum. Based on the Port's comments, Consultant will prepare a Revised Draft Impact Assessment Methodology Memorandum for FHWA review. Upon receipt of comments from FHWA, Consultant will revise and prepare a Final Impact Assessment Methodology Memorandum.

Deliverables:

- Draft, Revised Draft, and Final Impact Assessment Methodology Memoranda

5.4. Technical Report Updates

Consultant will use the technical reports, technical memorandums, and studies prepared for the 2003 Draft EIS as the starting point for this technical work. Consultant will update the 2003 documents to reflect current existing conditions and will implement impact analysis methodologies that have been updated since the Draft EIS was published. Specific elements of each 2003 document to be updated are identified under each technical resource below.

For all subtasks under Task 5.4, one draft technical report will be prepared and reviewed simultaneously by the Port and State DOT. The Port will provide one set of consolidated Port and State DOT review comments to the Consultant. Consultant will revise each draft technical report and prepare a revised draft technical report for FHWA review. Consultant will incorporate FHWA's comments and prepare a final version of each technical report.

Updated July 24, 2020: Consultant will update technical reports to incorporate edits on the administrative drafts of the SDEIS and FEIS. Up to four (4) reconciliation updates will be made to each technical report.

Assumptions:

- The No Build Alternative and three build alternatives (EC-1, EC-2, and EC-3) addressed in the 2003 documents will be addressed in the updated technical reports.
- The preferred alternative is consistent with the preferred alternative (EC-2) identified in the project 2011 Type, Size and Location Study

- The Supplemental Draft and Final EIS documents will be prepared to follow ODOT's 2010 National Environmental Policy Act Environmental Impact Statement Template (http://www.oregon.gov/ODOT/GeoEnvironmental/Docs_NEPA/EIS_Annotated_Template.pdf) or other agreed upon format, so the reports will be updated provide the data necessary to follow this template
- The updated technical reports will update study areas as needed from the prior technical work

5.4.1. Air Quality

Consultant will update the 2003 Air Quality Technical Memorandum to reflect the current affected environmental and will revise the impact analysis, as needed to reflect the new data and updated existing conditions. The effort will include:

- Identifying any new data or analysis that is required; or analysis that may have been changed since 2003
- Completing a qualitative operational Mobile Source Air Toxic (MSAT) emissions analysis per FHWA guidance
- Qualitatively assessing operational and construction impacts on transportation related criteria pollutants identified under the National Ambient Air Quality Standards
- Qualitatively assessing MSAT emissions and particulate matter on sensitive receptors per FHWA guidance, including secondary particulate matter standards as it applies to treaty access fishing sites.

Assumptions:

- No quantitative operational MSAT analysis will be required.
- Traffic data will be provided as part of Task 7, Transportation.

Deliverables:

- Draft, Revised Draft and Final Air Quality Technical Report
- Up to four (4) reconciliation updates to technical report based on revised SDEIS and FEIS administrative drafts

5.4.2. Energy and Greenhouse Gases

Consultant will update the 2003 Energy Analysis Technical Memorandum to reflect the current affected environmental and will revise the impact analysis, as needed to reflect the new data and updated existing conditions. The effort will include:

- Updating the analysis to meet new WSDOT greenhouse gas and energy guidance
- Identifying any new data or analysis that is required; or analysis that may have been changed since 2003
- Qualitatively discuss energy consumption and greenhouse gas emissions from vehicle operations on the bridge and other nearby roadway facilities that are directly affected by the project
- Using FHWA's "Infrastructure Carbon Estimator" (ICE) spreadsheet tool to calculate greenhouse gas emissions and energy consumption from fuel usage, traffic delays, and maintenance emissions resulting from the construction of the projects

Assumptions:

- Consultant will follow WSDOT Greenhouse Gas and Energy guidance (WSDOT Guidance - Project-Level Greenhouse Gas Evaluations under NEPA and SEPA. Environmental Services, February 2018 <http://www.wsdot.wa.gov/sites/default/files/2017/05/08/Env-Energy-GHGGuidance.pdf>)
- Operational traffic data and construction traffic delay data will be provided as part of Task 7, Transportation

Deliverables:

- Draft, Revised Draft and Final Energy Analysis Technical Report
- Up to four (4) reconciliation updates to technical report based on revised SDEIS and FEIS administrative drafts

5.4.3. Fish and Wildlife Technical Report

Consultant will update the 2003 Fish and Wildlife Elements Technical Report, prepared by Entranco, and will be used to support the NEPA documentation. This report will be updated to develop the current affected environment description and will revise the impact and mitigation analyses to reflect updated project design, new environmental data, and current site conditions. To prepare the technical report, the Consultant will review preliminary project information, including plans, in-water work isolation plans, storm design reports, and stormwater management plans to develop a clear and concise description of the project. The update will include:

- Addressing changes to threatened and endangered (T&E) species listings and critical habitat designations by the USFWS and NOAA Fisheries
- Updating listed species information based on new data readily available through on-line databases
- Identifying information that was included in the prior study that is now out of date and new data needs
- Identifying any new analysis that is required and any analysis that may have changed since 2003
- Reviewing local, state, and federal regulations to identify what regulations have changed as they pertain to T&E fish and wildlife species; this includes new species and critical habitat listings by USFWS and NOAA Fisheries
- Updating construction activity, operational, secondary, and cumulative impacts (as outlined in the 2003 Entranco report) based on any changes in the project alternatives, construction techniques, operations, and/or secondary and cumulative impacts
- Updating the mitigation section of the report based on new data and technologies pertaining to underwater noise generated by in-water construction activities

Assumptions:

- Detailed field surveys, and studies involving collection of fish samples or wildlife specimens will not be required. A site visit will be conducted as part of Task 5.4.10 and will be used to obtain general site information to assist in completing this task.

Deliverables:

- Draft, Revised Draft and Final Fish and Wildlife Elements Technical Report
- Up to four (4) reconciliation updates to technical report based on revised SDEIS and FEIS administrative drafts

5.4.4. Geology and Soils

Consultant will update the 2003 Geology and Soils Technical Report to reflect the current affected environmental and will revise the impact analysis, as needed to reflect the new data and updated existing conditions. The effort will include:

- Updating the existing conditions using the May 2011 Final Geotechnical Foundation Recommendation included with the TS&L Report and any geotechnical work completed under Task 6, Engineering
- Updating the Construction Impacts section based upon the foundation types identified in the TS&L report and any geotechnical work completed under Task 6, Engineering
- Updating the Construction Impacts section for the types and sizes of stormwater treatment identified in the TS&L report and any stormwater work completed under Task 6, Engineering

Deliverables:

- Draft, Revised Draft and Final Geology and Soils Technical Report
- Up to four (4) reconciliation updates to technical report based on revised SDEIS and FEIS administrative drafts

5.4.5. Hazardous Materials

Consultant will update the 2003 Hazardous Materials Technical Report to reflect the current affected environmental and will revise the impact analysis, as needed to reflect the new data and updated existing conditions. The effort will include:

- The review of federal and state environmental databases for listings of known or suspected environmental problems location along the project area performed for the May 2003 technical report is out of date; an updated database review and subsequent visual reconnaissance of the project area are required as database listings and site conditions may have changed since 2003
- An updated Environmental Database Report is required; historical land use data will be updated for the last 15 years and all previous historical data and summaries used in the 2003 technical report will remain without updates
- Impact assessment and mitigation evaluation will be updated based on current site conditions

Assumptions:

- Analysis and reporting will reflect updated Federal and State environmental database review and visual reconnaissance performed for 2003 technical report
- Reporting will reflect updated impacts and mitigation resulting from environmental database review and visual reconnaissance

Deliverables:

- Draft, Revised Draft and Final Hazardous Materials Technical Report
- Up to four (4) reconciliation updates to technical report based on revised SDEIS and FEIS administrative drafts

5.4.6. Land Use

Consultant will update the 2003 Land Use Technical Report to reflect the current affected environmental and will revise the impact analysis, as needed to reflect the new data and updated existing conditions. The effort will include:

- Updating existing land use data and maps
- Updating zoning and land use designations
- Coordinating with local jurisdictions to identify proposed reasonably foreseeable development
- Updating list of applicable plans and policies for any plan updates and update plan consistency for any updated plans
- Adding an assessment of consistency with Oregon Statewide Planning Goals, the Coastal Zone Management Act of 1972, the Farmland Protection Policy Act, the Wild and Scenic Rivers Act, the Oregon Scenic Waterways Act, the Oregon Highway Plan, applicable Regional Transportation Plans
- Coordinating with Columbia Gorge Commission on any changes to policies that address project compliance with the CRGNSA management plan
- Reevaluating project consistency with the Port of Hood River marina master plan and the river walk conceptual plan

- Incorporating acquisition and relocation data based on current land uses, including estimated number of employees for any displaced businesses; acquisition data will be produced under Task 6.5.1.
- Preparing maps showing parcels that would be partially or fully acquired under each alternative
- Preparing a brief discussion of available housing for any displaced residences and vacant or re-developable land that could serve as potential relocation sites for displaced businesses
- Updating assessment of access changes based on current land uses
- Updating mitigation measures based on current land uses, updated plan consistency review, and updated analysis for acquisition and relocation data
- Coordinating with State DOT Utility Specialist to:
 - Identify (and map if possible) existing public and franchise utilities within the study area
 - Identify potential utility impacts and cost estimates for utility relocations
 - Identify mitigation measures for impacts to utilities

Assumptions:

- No statewide goal exceptions will be required
- There are no Wild and Scenic Rivers or Oregon Scenic Waterways within the study area
- The study area is not located within the geographic area subject to the Coastal Zone Management Act
- The proposed bridge facility is replacing a bridge with similar capacity, and thus is not anticipated to induce growth, so an extensive discussion/analysis of the potential for induced growth is not required
- There are no prime farmlands within the study area; areas identified with soils rated as farmlands of statewide importance (on the Washington side) within the study area are not used for farming so an analysis of farmland conversion by alternative will not be required

Deliverables:

- Draft, Revised Draft and Final Land Use Technical Report
- Up to four (4) reconciliation updates to technical report based on revised SDEIS and FEIS administrative drafts

5.4.7. Noise

Consultant will update the 2003 Noise Technical Report to reflect the current affected environmental and will revise the impact analysis, as needed to reflect the new data and updated existing conditions. The effort will include:

- Field reconnaissance to confirm noise sensitive land use in the noise study area and conducted updated short-term (15-minute) noise measurements
- A review of permitted developments that include noise sensitive land uses will be conducted with coordination with the local jurisdictions; this review was not required in 2003, but is now required
- Noise modeling updates are required as the assessment in 2003 was completed in FHWA's Traffic Noise Model (TNM) Version TNM 2.0; FHWA's current traffic noise model is TNM 2.5 which has been used by ODOT and WSDOT for the past 10 years
- Following field reconnaissance and the updated modeling effort, all analysis of impacts and mitigation will be updated from the assessment performed in 2003
- The updated noise assessment will utilize the latest design and traffic data prepared under Task 6, Engineering, and Task 7, Transportation

Assumptions:

- Peak hour and peak truck traffic volumes, speeds and vehicle mix for all modeled roadways will be provided in the Task 7, Transportation
- Existing and proposed Micro station base map files including 5-foot contours, ROW lines, additional features such as existing noise walls and retaining walls, existing and proposed location of any concrete safety barriers top elevation and beginning and end locations, and existing and proposed roadway profiles will be provided in Task 6, Engineering
- The footprints for homes and businesses will be identified through GIS by the Consultant for modeled receptor location
- The Consultant will model noise levels for the existing year and the design year (build and no-build)
- The Consultant will model noise levels for the design year build and no-build conditions (alternatives)
- Three build alternatives will be evaluated for noise impacts

Deliverables:

- Draft, Revised Draft and Final Noise Technical Report
- Up to four (4) reconciliation updates to technical report based on revised SDEIS and FEIS administrative drafts

5.4.8. Social and Economic, and Parks and Recreation

Consultant will update the 2003 Social and Economic Technical Report to reflect the current affected environmental and will revise the impact analysis, as needed to reflect the new data and updated existing conditions. The effort will include:

Social

- Updating affected environment to reflect current social/community resources including schools, churches, social service providers, community centers, medical facilities, emergency services, business districts.
- Updating demographic data (population, household type, age, disability status, transit dependency) profile with current decennial census and/or American Community Survey data
- Updating assessment of project impacts to community character and cohesion, social/community resources, population groups, quality of life factors (e.g. noise, air quality aesthetics, etc.).
- Providing updated analysis of right-of-way acquisition impacts to social/community resources, residential areas and business areas
- Add new description of the affected environment and analysis of impacts for the White Salmon Treaty Fishing Access Site

Environmental Justice

- Updating census data with most currently available data from the American Community Survey (race, Hispanic/Latino, low-income) and creating a map identifying any areas with high concentrations of minority populations or low-income populations
- Qualitatively consider potential impacts of tolling on EJ populations utilizing information and data from Task 4 and/or the Port of Hood River's tolling/revenue consultant.
- Reevaluating impacts based on updated census data to make an updated environmental justice determination

Economic

- Updating the discussion on the financial feasibility study: updating data and analysis to disclose tolling expectations

- Updating the general economic conditions using the October 2010 Economic Effects report included with the TS&L Report as a starting point and then updating the data to current data as available, including:
 - Economic drivers for Hood River and Klickitat counties
 - Trade and flow of goods across the Hood River Bridge
 - Labor/workforce as it relates to using the bridge for commuting
 - Customers/consumers as they relate to using the bridge for travel
 - Employment trends for Hood River and Klickitat counties
 - Personal income trends for Hood River and Klickitat Counties
- Updating property tax data for properties subject to full acquisition
- Calculating the economic benefit to the region from the expenditure of capital dollars in terms of direct and indirect employment and direct and indirect economic stimulus during construction
- Verifying if specific businesses may be affected during construction such as the need to relocate

Recreation

Using the 2003 Social and Economic Technical Report for previous documentation on parks and recreational resources, Consultant will prepare a stand-alone Parks and Recreation Technical Report. The report will revise the impact analysis, as needed to reflect the new data and updated existing conditions. The effort will include

- Reviewing the list of Land and Water Conservation Fund Grants awarded in Hood River and Klickitat Counties to determine if any recreation facilities in the study area have received such grants and thus would be subject to the requirements of Section 6(f)
- Researching and documenting the status and funding sources for a potential future Klickitat County/ White Salmon Riverfront Bridge Park on the north shore of the Columbia River
- Confirming (and updating, if needed) list, description, and map of existing recreational resources – including parks, trails, natural landmarks, and points of interest – including which resources are subject to the requirements of Section 4(f) and/or Section 6(f)
- Reviewing and updating the assessment of impacts to recreational resources, including the Section 4(f) (and Section 6(f), as applicable) use assessment for each resource
- Reviewing and updating mitigation measures as warranted based on updated impacts assessment

Assumptions:

- Coordination regarding Section 4(f) and Section 6(f) applicability and determinations will occur under Task 5.6.1.
- No in-person business inventory or business interviews will be performed
- No in-person residential survey or interviews will be conducted
- Tolling scenarios presented in the 2019 Stantec Tolling and Revenue Sketch Analysis will be incorporated into the Social and Economic Technical Report; analysis related to tolling impacts will be high-level and qualitative.
- All census data (decennial and American Community Survey) will be provided at the census block group level

Deliverables:

- Draft, Revised Draft and Final Social and Economic Technical Report
- Draft, Revised Draft and Final Park and Recreation Technical Report
- Up to four (4) reconciliation updates to each technical report based on revised SDEIS and FEIS administrative drafts

5.4.9. Traffic

All traffic and transportation effort will be conducted under Task 7. The data and analysis from that effort will be used in the NEPA documentation.

5.4.10. Vegetation and Wetlands

Consultant will update the 2003 Vegetation and Wetland Technical Report and will be used to support the NEPA documentation. This report will be updated to develop the current affected environment section and will revise the impact and mitigation analyses to reflect new project design, new environmental data, and the current site conditions. To prepare the technical report, the Consultant will review preliminary project information, including plans, storm design reports, and stormwater management plans to develop a clear and concise description of the project. The work scope will include the following:

- Reviewing the 2003 report and updating information on changed conditions, including changes to the physical environment since 2003 and regulatory changes such as to special status species
- Conducting a plant surveys for sensitive species, species habitat, and invasive species in late spring/early summer within the terrestrial areas that could be disturbed during construction
- Addressing project impacts from invasive species, including the prevention and control of outbreaks
- Completing a wetland and ordinary high water mark (OHWM) delineation of the project alignment in accordance with the federal wetland delineation manual (1987) and the Arid West regional supplement (2008)
- Rating wetlands in Washington in accordance with the 2014 Washington State Wetland Rating System for Eastern Washington
- Rating wetlands in Oregon in accordance with the Oregon Rapid Wetland Assessment Protocol
- Determining the Ordinary High Water Mark for Shoreline Management Act Compliance in Washington State (2016)
- Wetlands and OHWM will be flagged in the field for survey and recorded with a hand-held GPS unit
- Reviewing local, state, and federal regulations to identify what regulations are out of date as they pertain to wetlands and T&E plant species
- Updating construction activity, operational, indirect, and cumulative impacts, as outlined in the 2003 report, based on any changes in the project alternatives, construction techniques, operations, and/or indirect and cumulative impacts
- Identifying information that was included in the prior study that is now out of date and any new data needs

Assumptions:

- Up to four days of site/field visits will be conducted to complete the OHWM, wetland delineation and plant surveys
- One wetland and OHWM delineation report will be prepared to meet Oregon and Washington report requirements
- Wetland and OHWM delineation report will contain up to 8 graphics

Deliverables:

- Wetland and OHWM Delineation Report
- Plant Survey Technical Memoranda
- Draft, Revised Draft and Final Vegetation and Wetland Technical Report
- Up to four (4) reconciliation updates to technical report based on revised SDEIS and FEIS administrative drafts

5.4.11. Visual

Consultant will update the 2003 Visual Technical Report to be consistent with FHWA's January 2015 Guidelines for the Visual Impact Assessment of Highway Projects. The effort will include:

- Coordinating with FHWA, USFS, the Port and State DOT to confirm key viewing areas per the CRGNSA Management Plan and to select locations for a total of up to ten (10) key views (toward and from the bridge) and to confirm the area of visual effect (AVE).
- Conducting a one-day site visit to identify visual resources and visual character, viewer groups, and potential key views.
- Creating a map showing landscape settings, land use designations and scenic design standards per the CRGNSA Management Plan and applicable county zoning ordinances, and location and direction of view of key views.
- Describing the conceptual character of the proposed project, including the project's visual character and determining if the community has any defined visual preferences.
- Examining visual quality by identifying the components of the affected environment and the composition of the affected population, and then describing the relationship between them.
- Evaluating impacts on visual quality, which first involves assessing impacts the project may cause to visual resources and viewers, and then synthesizing these separate evaluations and describing the degree of impact as beneficial, adverse, or neutral.
- Updating the mitigation and enhancement efforts to be included in project design.

Assumptions:

- The Visual Technical report assumes a Standard Visual Impact Assessment (VIA) is sufficient; a Standard VIA would typically be used for EA or EIS projects that are anticipated as having substantial adverse or beneficial visual impacts.
- No viewshed analysis or mapping will be conducted.
- The project is not anticipated to achieve a Scenic Area Design Standard of "not visually evident," if applicable based on landscape setting(s) and land use designation(s).
- Creation of up to five (5) high-resolution color photo simulations for inclusion in Visual Impact Assessment will be done under Task 6.8.2. Photo simulations will be included in the Final Visual Technical Report only.
- Changes to the number or location of key views, or photos documenting key views, will require a contract modification.
- Once agreed upon, key view locations, photos or photo simulations will not change through completion of the technical report and Final EIS.

Deliverables:

- Draft, Revised Draft and Final Visual Technical Report
- Up to four (4) reconciliation updates to technical report based on revised SDEIS and FEIS administrative drafts

5.4.12. Waterways and Water Quality

Consultant will update the 2003 Water Quality Technical Report to reflect the current affected environmental and will revise the impact analysis, as needed to reflect the new data and updated existing conditions. The effort will include:

- Coordinating with design team to address specifications of bridge drainage capacity, treatment facilities, spill prevention and containment plans
- Addressing snow and ice management in water quality section

- Identifying any monitoring wells, wells that would be abandoned, water rights, or water licenses that would be affected; comply with Oregon Water Resources Department guidance
- Updating water quality data with respect to the 303(d) listing for the Columbia River
- Updating the Construction Impacts section to be consistent with biological resources and based upon the methods and means for foundation types identified in the TS&L report and new design work conducted under Task 6, Engineering
- Updating the Operational Impacts section for the types and sizes of stormwater treatment identified in the TS&L report and new stormwater analysis conducted under Task 6, Engineering
- Calculate the water pollutant loading generated by each of the three bridge alignments

Deliverables:

- Draft, Revised Draft and Final Water Quality Technical Report
- Up to four (4) reconciliation updates to technical report based on revised SDEIS and FEIS administrative drafts

5.4.13. Cumulative Impacts Technical Report

Cumulative impact analysis has substantially evolved from when the 2003 technical reports, technical memorandums, and studies were completed. Therefore, Consultant will prepare a Cumulative Impacts Technical Report. Consultant will build upon the cumulative impact analysis included in each technical report, technical memorandum, and study. Consultant will identify a cumulative impacts study area and will identify and map a list of current and reasonably foreseeable actions within that study area. Consultant will assess the cumulative impact of project impacts in combination with past, present, and reasonably foreseeable actions for environmental resources.

Assumptions:

- Cumulative impacts will be analyzed for all disciplines evaluated in the EIS
- List of current and reasonably foreseeable actions will be drawn from adopted plan documents, development proposals, and coordination with City of Hood River, City of White Salmon, Port of Hood River, Port of Klickitat, Hood River County and Klickitat County.

Deliverables:

- Draft, Revised Draft and Final Cumulative Impacts Technical Report
- Up to four (4) reconciliation updates to technical report based on revised SDEIS and FEIS administrative drafts

5.5. ESA Section 7 Compliance

Under Section 7 of the Endangered Species Act (ESA), the Port is required to consult with USFWS and NOAA Fisheries (i.e., the Services) to ensure that the proposed project actions are not likely to jeopardize the continued existence of listed species or result in the “destruction or adverse modification” of critical habitat. The construction of the proposed bridge will require preparation of a biological assessment (BA) that describes the biological resources within the project action area and evaluates the potential effects of the project on ESA-listed species and their habitat. Because FHWA is anticipated to be the lead agency for NEPA documentation, the BA will be prepared using the FHWA National BA Template with guidance from the Biological Assessment Preparation Manual by WSDOT (2015) and the Guidance Manual for Writing Biological Assessment Documents by ODOT (2008).

To prepare the BA, the Consultant will review preliminary project information, including plans, in-water work isolation plans, storm design reports, and stormwater management plans to develop a clear and concise description of the project and establish an “action area” pursuant to Section 7 of the ESA. It is anticipated that the following species will need to be addressed: 13 evolutionary significant units and distinct population segments of listed salmonids and Pacific eulachon. Other terrestrial plant and animal species will be identified and discussed,

but are not anticipated to be affected by the project. The BA will also evaluate potential effects to essential fish habitat and Pacific salmon, as required under the Magnuson–Stevens Fishery Conservation and Management Act.

The effects analysis will address direct, indirect, interrelated, interdependent, and cumulative effects. It is anticipated that the effects analysis will focus on potential project effects from in-water bridge pier construction, stormwater runoff, and a potential increase in the development of land uses. Because of the nature of the project and the high level of regulatory and public scrutiny that is anticipated, a comprehensive effects analysis will be needed to support an effects determination. The draft BA developed for the project will be sent to the Port and State DOT for review and will be followed by a revised and final BA, which will address all comments received. If the BA identifies water quality impacts to listed species that require mitigation, it is assumed that mitigation will be achieved through additional stormwater management measures beyond those that would otherwise be applied to the project for regulatory compliance. The Consultant will coordinate with the Port to review any additional stormwater management measures necessary to mitigate any identified impacts before reviewing with the consulting agencies.

To facilitate consultation with the services, the Consultant will coordinate with FHWA and the Services to conduct review meetings with the Services throughout the development and review of the BA. These meetings will include a pre-submittal meeting to review the completed BA, and meetings during the review of the BA by the services to discuss specific information and need requests. The Consultant will prepare meeting agenda and summary notes for these meetings. Comments received during the pre-submittal meeting and review on the BA will be tracked using a comment spreadsheet. Consultant will prepare a comment spreadsheet documenting the comment and how it was addressed for distribution to the lead agency and Services.

Updated 3/11/2020 via budget reallocation. Consultant shall:

Prepare an additional draft of the biological assessment (BA) (Draft #2) to address substantial comments and requests from FHWA and NOAA:

- Re-format to match WSDOT template/structure (previously directed to use FHWA template)
- Substantial refinement of design assumptions relating to in-water work, construction staging, temporary structures, foundation design, pile driving and hydroacoustic impacts, habitat impacts, and stormwater.
- Substantial update to technical analysis of impacts to more closely aligns with the approach used for the I-5/Columbia River Crossing BA and Biological Opinion
- Updated assumptions regarding in-water work timing, to be negotiated with NOAA, ODFW, and WDFW for purposes of consultation
- Additional detail on species presence, run timing, and exposure/response
- Updated effects determinations
- Updated graphics
- Increased effort to negotiate impact minimization and mitigation measures

Respond to an additional Round of Review Comments:

- Assumes an additional round of review/comment by FHWA/NOAA, not anticipated in the original scope of work

Organize and lead 5 additional technical work sessions with FHWA, NOAA, ODOT, ODFW, and WDFW:

- Reach consensus on technical approach and assumptions, and negotiate an in-water work window for purposes of the consultation.

Additional coordination with FHWA, ODOT, NOAA, and USFWS during consultation:

- Anticipates the need for a level of coordination above what was anticipated in the original scope.

Assumptions:

- Up to five (5) meetings with the Services will be held in Portland or Hood River and will be attended by up to 3 members of the Consultant team.
- The Consultant will prepare the BA using the FHWA National BA Template with guidance from the WSDOT and ODOT manuals for writing BAs: where there may be inconsistencies, the BA will default to the National BA Template
- The BA will be based solely on the preferred design alternative and will not include an analysis of the additional alternatives reviewed as part of the NEPA document; the BA will be completed once the preferred design alternative is selected
- The review by the lead agency and/or Services will be limited to one review cycle during the pre-submittal meeting; comments from the agencies will be minor edits that do not require additional technical analysis
- An ESA Stormwater Design Checklist or similar documentation will be prepared in Task 6.5 S and included as an appendix to the BA
- The BA will include up to eight graphics
- Formal species surveys are not necessary and will not be conducted.

Deliverables:

- Comment Spreadsheet
- Draft, Draft #2, Revised Draft and Final BA
- Meeting Agendas and Summary Notes

5.6. Cultural / NHPA Section 106 Compliance

5.6.1. Background Research and Baseline Scan

The Consultant will conduct background research at appropriate repositories, such as the Department of Archaeology and Historic Preservation (DAHP), the Oregon State Historic Preservation Office (SHPO), university libraries, local history museums and informants and use sources appropriate to the task, such as public records, private manuscript collection, online GLO records, published (secondary) sources, Sanborn Fire Insurance maps, and other relevant repositories. The objective of the research will be to develop a detailed understanding of the historical context, past studies, land use patterns, and previously identified sites within the area of potential effects (APE).

Consultant will prepare a Baseline Scan that integrates the background research into a single document. Consultant will prepare maps to illustrate locations of known resources and create tables of past research and findings. Consultant will prepare a draft Baseline Scan for Port and ODOT review; prepare a revised draft for ODOT to confirm edits and comments were addressed; and prepare a final Baseline Scan that incorporates any additional review comments from ODOT.

Updated July 24, 2020: Consultant Archaeologist will update the Baseline Scan to incorporate comments received from the tribes, SHPO, DAHP, and other agencies.

5.6.2. Establish APE/Tribal Coordination (Task Completed 5/31/2020)

A project APE memorandum will be developed, describing an area that encompasses all of the proposed horizontal and vertical project impacts. Consultant will prepare up to four (4) iterations of the APE map and memorandum for Port and ODOT review and approval. This memorandum and accompanying map will be submitted to ODOT/WSDOT for concurrence and dissemination to SHPO/DAHP and the tribes. Formal consultation with tribes is a government function and the responsibility of ODOT/WSDOT or FHWA. Consultant will coordinate with ODOT, which is leading tribal consultation and meeting in-person with the potentially affected tribes.

5.6.3. Methodology Memorandum

A Methodology Memorandum will be required by ODOT/WSDOT and SHPO/DAHP for approval prior to initiation of any field survey activities. This memorandum and accompanying maps will be prepared and submitted to ODOT/WSDOT and SHPO/DAHP.

Updated July 24, 2020: Consultant Archaeologist will update the Methodology Memorandum to incorporate comments received from the tribes, SHPO, DAHP, and other agencies.

5.6.4. Cultural Resource Survey

One terrestrial cultural resources survey (field survey #1) will be completed by Consultant archaeologists using standard, industry-accepted methods appropriate to the project area and landform. Depositional setting will be evaluated. Any previously recorded resources will be examined and updated as necessary. All survey activities will be in compliance with the applicable state standards. Up to 325 shovel tests will be conducted in the field within the footprints for Alternatives EC-2 and EC-3. No archaeological excavation permit will be prepared, and no shovel tests will be excavated on the Oregon side.

Newly identified cultural resources must be fully documented. Special care will be taken to determine site boundaries if archaeological resources are present. Any recovered artifacts will be documented and photographed in the field and returned to the survey location.

Any further cultural resources surveys to define boundaries, provide additional information based on the initial findings, or other request by the Port or ODOT is not included in this Statement of Work or associated budget.

Consultant will conduct a Reconnaissance-Level Survey of historic resources within the APE. A historic property inventory will be prepared to summarize this survey. (Note: no new costs added – work completed prior to 5/31/2020)

Updated 3/11/2020 via budget reallocation.

5.6.4.a An intensive level survey (ILS) is the next step to collect more detailed information on the properties' architectural elements, setting, and views toward the bridge. Consultant Architectural Historian will conduct a second survey (intensive-level) of historic resources:

- Gather and log specific data and photographs of 19 previously surveyed properties to support determination of eligibility (DOE) and finding of effects (FOE) forms required by the Oregon and Washington State Historic Preservation Offices (SHPOs).
- Update the Historic Property Inventory table, including revised recommendations of property significance.

Updated 3/11/2020 via budget reallocation.

5.6.4.b. Consultant Archaeologist will prepare a draft and final: 1) testing plan and 2) research design and methods recommended to address any additional survey and possible test excavations for archaeological resources that may be affected by the project. The testing plan and research design will be prepared to meet the Washington State Department of Archaeology and Historic Preservation (DAHP) and Oregon State Historic Preservation Office (SHPO) guidelines and for review and approval by the appropriate agencies and Tribes. The testing plan and research design will incorporate all relevant reports and associated documents (e.g., the Archaeological Services, LLC report for the Cameron property survey).

Updated 5/29/2020 via budget reallocation

5.6.4.c. Testing and Testing Report

- Consultant Archaeologist will conduct test excavations at 45KL688 following the terms of an approved testing plan. As currently defined, the testing plan would consist of a series of up to 40 constant volume probes (CVPs). Consultant Archaeologist will excavate up to two 1x1-meter test if evidence of intact features or intact buried deposits is encountered. Consultant Archaeologist will screen all excavated sediments through ¼-inch mesh hardware cloth, with a 25% sample from each unit screened through ⅜-inch mesh. Consultant Archaeologist will collect all artifacts other than demonstrably modern debris.

- Consultant Archaeologist will conduct systematic analyses of all artifacts and faunal and botanical specimens recovered in the excavations. The analyses would focus on providing the data for addressing the research questions. Consultant Archaeologist will prepare all materials for curation at the Burke Museum at the University of Washington.
- Consultant Archaeologist will prepare a technical report that presents the results of the research and fieldwork. Consultant Archaeologist will include recommendations on the National Register eligibility of 45KL688, as well as any additional actions to address state and federal requirements. Consultant Archaeologist will prepare the report to state, federal, and professional standards.

5.6.5. Resource Forms

Historic Resources

Results of the reconnaissance-level survey of historic properties will be summarized. Historic Property Inventory Forms will be prepared for up to 90 historic properties.

Consultant Architectural Historian will provide background data and analysis to support ODOT, who will prepare the updated determination of eligibility (DOEs) and finding of effect (FOEs) for the Hood River Bridge.

Updated 3/11/2020 via budget reallocation

5.6.5.a Consultant Architectural Historian will review, field verify, and revise the WSP-provided Reconnaissance Level Survey (RLS) matrix that includes 59 resources. Consultant Architectural Historian will also add the information obtained during survey work on these properties to the Oregon Historic Sites Database and Washington Information System for Architectural and Archaeological Records Data (WISAARD) database. Consultant Architectural Historian will prepare a revised RLS matrix, and finalize the RLS matrix upon receipt of comments from ODOT and Client;

5.6.5.b Consultant Architectural Historian will review, field verify, and revise the National Register of Historic Places (NRHP) Determination of Eligibility (DOE) for the Hood River – White Salmon Bridge (Bridge);

5.6.5.c Consultant Architectural Historian will prepare an ODOT Finding of Effect (FOE) form for the Historic Columbia River Highway National Register (NR)/National Historic Landmark (NHL) (Hood River Loops) and the Bridge;

- Consultant Architectural Historian will coordinate with ODOT to obtain Federal Highway Administration (FHWA) concurrence with the proposed FOE(s) on the resources, prior to submittal to State Historic Preservation Office (SHPO).
- Each FOE prepared by Subcontractor must assess the Project's effects on the historic resources including: direct and indirect effects; physical destruction or damage; alteration or rehabilitation; removal; change of setting; introduction of visual, atmospheric or audible elements; neglect of a property; or transfer or sale of ownership; and
- Consultant Architectural Historian will discuss alternatives to avoid or minimize adverse effects to the resource.
- The FOEs will be prepared consistent with the standards and guidelines of ODOT (ODOT FOE form): http://www.oregon.gov/ODOT/HWY/GEOENVIRONMENTAL/pages/sample_documents.aspx

Updated 5/29/2020 via budget reallocation

5.6.5.d Consistent with the requirements of WSDOT and ODOT (as well as Washington and Oregon SHPO) applicable guidelines regarding architectural surveys, Consultant Architectural Historian will complete ten (10) intensive level survey (ILS) forms. The forms shall include locational information, name of resource, description, historic context/background research (from online-only primary and secondary sources), National Register significance, applicable maps, applicable database entry, and citations/sources/bibliography. Subcontractor shall use the resulting ILS forms for the Historic Resources technical report.

Following the receipt of comments/edits from ODOT and WSP on the ILS forms, Consultant Architectural Historian address comments and prepare Final ILS forms within 10 business days for insertion into the Historic Resources technical report.

Updated July 24, 2020: 5.6.5.e-h

5.6.5.e Consultant Architectural Historian will prepare FOEs for residential properties:

- Consistent with the requirements of WSDOT and ODOT (as well as Washington and Oregon SHPO) applicable guidelines regarding architectural surveys, Consultant Architectural Historian will complete a project effects analysis for six (6) historic properties that are recommended as eligible for inclusion in the National Register of Historic Places. The effects analysis will result in an FOE for each historic property. Consultant Architectural Historian will record the FOEs in the built environment technical report being prepared as part of the project. In addition, Subcontractor shall record the FOEs for historic properties in Oregon on an ODOT FOE form, and the FOEs for historic properties in Washington shall be recorded in the Washington Information System for Architectural and Archaeological Resources Survey database.
- Following the receipt of comments/edits from ODOT and WSP, Consultant Architectural Historian will address comments and finalize forms for insertion into the built environment technical report.

5.6.5.f DOE and FOE for Railroad

- Consistent with the requirements of WSDOT as well as Washington SHPO's applicable guidelines regarding architectural surveys, Consultant Architectural Historian will complete DOEs for the BNSF railroad corridor within the APE. The Consultant Architectural Historian will also prepare a project effects analysis for the railroad. The effects analysis will result in a FOE for the railroad corridor. Consultant Architectural Historian will record the DOE and FOE in the built environment technical report being prepared as part of the project. In addition, Subcontractor shall record the DOE and FOE for the railroad in Washington shall be recorded in the Washington Information System for Architectural and Archaeological Resources Survey database.

5.6.5.g DOE and FOE for Treaty Fishing Site

- Consistent with the requirements of WSDOT as well as Washington SHPO's applicable guidelines regarding architectural surveys, Consultant Architectural Historian will complete a DOE for the White Salmon Treaty Fishing Site within the APE. The Consultant Architectural Historian will also prepare a DOE and project effects analysis for the Treaty Fishing Site. The effects analysis will result in an FOE for the Fishing Site. Consultant Architectural Historian will record the DOE and FOE in the built environment technical report being prepared as part of the project. In addition, Subcontractor shall record the DOE and FOE for the Treaty Fishing Site in Washington shall be recorded in the Washington Information System for Architectural and Archaeological Resources Survey database. The work shall include the collection of ethnographic information from the four treaty tribes (if the tribes avail themselves for the development of the DOE).

Archaeological Resources

5.6.5.h Archaeological Reporting Updates and DOE and FOE

Based on the review of the status of existing reports and other documents addressing archaeological studies undertaken to meet NHPA and NEPA requirements and input from ODOT, Consultant will undertake appropriate revisions to existing documents and respond to any comments received as follows:

- Consultant will update and revise the existing Cultural Resource Methodology Memorandum and Baseline Report in response to review comments and as necessary to ensure compliance with state, federal, and professional standards.

- Consultant will prepare an archaeological resources survey technical report that presents the results of the archaeological survey conducted by Aqua Terra and revises and updates the draft report prepared by Aqua Terra as appropriate to meet state, federal, and professional standards.
- Consultant will address (1) any further comments from reviewers in response to the updated comment matrix; (2) any review comments received on the revised Methodological Memorandum and Baseline Report; and (3) any review comments received on the archaeological survey technical report.
- Consultant will prepare the necessary DOEs and FOEs for any archaeological resources recommended eligible for listing on the National Register of Historic Places.
- Consultant will continue to assist the Port of Hood River and WSP in coordination with ODOT, other agencies, and Tribes.

Assumptions for 5.6.5h:

- No additional field survey will be required
- The revised and updated archeological technical report will not address historic resources.
- There is no requirement to undertake a synthesis of the Tribal ethnographic studies provided to ODOT or otherwise be directly involved the review of those studies.
- Archaeological site 45KL688 will be the only archaeological resource recommended eligible for listing on the National Register.

5.6.6. Report and Coordination

Historic Resources

Updated 3/11/2020 via budget reallocation

Consultant Architectural Historian will prepare an Historic Resources Technical Report, including the following sections:

- i. Historic Resource Table and a descriptive summary of the table's results;
- ii. United State Geological Survey (USGS) Location Map at 1:24,000 scale; aerial image (Google map acceptable) showing the Area of Potential Effects (APE); and showing the location of each historic resource identified in the table within the Project APE;
- iii. Brief descriptions and significance statements of DOE resources;
- iv. Evaluation of Effects;
- v. Application of the Criteria of Adverse Effect (36 CFR 800.5) for each individual resource;
- vi. Avoidance Alternatives Considered (and not considered) and including the No Action Alternative and Minimization Efforts if the Project has the potential to adversely affect a historic property.
- vii. Vicinity map, photographs, Project plans that show footprint and impacts to the historic resources;
- viii. Appendices with the completed DOEs and FOEs; and
- ix. List of references cited.

Consultant Architectural Historian's draft report will be submitted in sequence to 1) WSP for initial Client review; 2) ODOT/WSDOT and Client; 3) SHPO/Department of Archaeology and Historic Preservation (DAHP), Tribes, additional agencies, and other concerned parties. Consultant Architectural Historian will provide revisions in sequence after each of the three (3) review phases. Consultant Architectural Historian's revisions shall be addressed within two (2) weeks of receipt of comments during each phase. Drafts of the report will be supplied to WSP using Microsoft (MS) Word. Final documents will be provided to WSP in MS Word and PDF formats. A master Project file with constituent documents and research will also be supplied to WSP.

*Archaeological Resources***Updated 3/11/2020 via budget reallocation**

5.6.6.a. Consultant Archaeologist will conduct a review of the current draft Cultural Resources Report to assess its adequacy for meeting relevant state, federal, and professional standards. Consultant Archaeologist will provide recommendations for any revisions/edits necessary to meet those standards.

Updated 3/11/2020 via budget reallocation

5.6.6.b. Consultant Archaeologist will assist Consultant, ODOT, and the Port in preparing draft and final responses to the review comments by Tribes, DAHP, SHPO, and other reviewers as requested.

The Consultant Archaeologist will prepare a draft summary report of their findings that includes relevant supporting evidence for findings and adheres to the SHPO/DAHP standards. The report will provide context on pertinent land use customs and beliefs, identify sites within the project area, discuss methods used to survey the project area, and include recommendations on the eligibility of sites and the likelihood of construction impacts. Draft reports will be provided for Port, ODOT, and WSDOT review. Upon receipt of comment from the Port, ODOT, and WSDOT, Consultant Archaeologist will revise and finalize the report to address specific concerns or suggested modifications. The final summary report will be suitable for submission to ODOT/WSDOT, SHPO/DAHP, the tribe(s,) appropriate agencies and other concerned parties.

The report will include a Section 106 Finding of Historic Properties adversely affected (Finding of Adverse Effect). This report will include (1) electronic form preparation with the following details:

- Introduction
- Project Description
- Identification and Description of the Historic Property
- Avoidance Alternatives Considered (and not considered) and including the No Action Alternative and Minimization Efforts.
- Evaluation of Effects
- Application of the Criteria of Adverse Effect (36CFR800.5)
- Coordination and Public Involvement
- Vicinity Map, photographs, project plans that show footprint and impacts to the historic resource
- Type, Size and Location Report (previously prepared in 2011)
- Section 4f Evaluation for Historic Sites (prepared in Task 5.7)

The Consultant Architectural Historian and Consultant Archaeologist will facilitate and participate in monthly teleconferences with ODOT cultural resources staff.

Assumptions:

- Each document will undergo one round of review comments by Port and ODOT; Consultant will incorporate comments and produce a final document.
- One in-person cultural resources kick-off meeting will be held in Portland; up to three (3) Consultant staff will attend; meeting will be up to two (2) hours.
- If the project horizontal/vertical limits are changed during periods of work performance, the APE will be revised and resubmitted to ODOT/WSDOT, these modifications to the memorandum documents and hours associated with revisions would need to be covered under a contract modification
- Formal Section 106 Consultation is the responsibility of ODOT

- Upon ODOT approval and direction, the relevant tribe(s) will be contacted about the project to solicit any additional concerns about heritage resources and to inform them when field investigations will take place; this communication is a technical inquiry and does not take the place of any formal consultation required
- Up to 90 potentially significant historic properties will be recorded on historic property inventory forms and/or database entries to comply with SHPO and DAHP submittal protocol.
- Contractor Architectural Historian will be provided proximate access to the residential properties that will be subject of the Intensive Level Survey (ILS). Contractor will coordinate with Port to obtain property access permissions.
- One round of comments from the Oregon and/or Washington SHPOs concerning the information in the forms (i.e., RLS, DOE, FOE, ILS).
- Contractor Architectural Historian will utilize field information collected in March 2020 for the ILS properties. Some properties were not accessible at the time of fieldwork due to the lack of owner permissions to enter the property. For those (and several other properties) Contractor Architectural Historian will utilize photographic information collected from various real estate databases/websites to supplement the photographs that were taken from the public right-of-way.
- Contractor Architectural Historian will utilize research from online sources due to minimal access to historical repositories and libraries. Subcontractor shall also call applicable property owners to determine if they have historical information pertaining to their properties.
- Up to 325 shovel tests will be conducted in the field.
- Removal of the National Register Eligible bridge will result in an Adverse Effect to the bridge; ODOT/WSDOT may require additional analysis and evaluation to show that potential effects to the bridge cannot be avoided, mitigated or minimized prior to pursuing the preferred alternative removal; this will be determined through consultation between ODOT/WSDOT, SHPO/DAHP, and the Tribes. ODOT may decide to and prepare an update to the previous Finding of Effect.
- Consultant will prepare the MOA for adversely affected historic properties for the project. Consultant will prepare the mitigation plan for adversely affected historic properties that is an attachment to the MOA (Work for this task will be conducted under Task 5.11).
- Up to sixteen (16) monthly one-hour phone meetings with ODOT cultural resource staff will be held and will be attended by up to four (4) members of the Consultant team.
- Ethnographic studies contracted by the Port will be conducted by Native American tribes. The Consultant will not participate in the procurement of this work, data collection, analysis, reporting or any other facet of preparing these studies.
- Any further cultural resource analysis that emerges from additional archaeological resources, historic properties, or traditional cultural properties will requires a contract amendment.
- The proposed testing plan as outlined for Task 5.6.4.c will be approved, and no more than 40 CVPs or two 1x1-meter units will be excavated.
 - A maximum of 400 artifacts and faunal and botanical specimens will be recovered and analyzed.
 - A maximum of two charcoal samples will be submitted for radiocarbon dating and five obsidian artifacts submitted for sourcing.
 - Consultant Archaeology field crew members will be commuting each day from Portland and each will be driving separately to meet current COVID-19 requirements. Field crew would be reimbursed for mileage at the GSA rate and for travel time.

Deliverables:

- APE Memorandum [up to four (4) iterations]
- Draft, revised draft and final Baseline Scan [up to four (4) iterations]
- Draft, revised draft and final Methodology Memorandum [up to two (2) iterations]
- Draft, revised draft, and final Historic Property Inventory Summary Table

- Draft, revised draft, and final Historic Resources Technical Report
- Draft, revised draft and final Cultural Resource Survey Report
- Draft, revised draft and final Cultural Resources Testing Report
- Updated DOE and FOE for the Hood River Bridge and up to 90 Historic Property Inventory Forms and database entries.
- Draft, revised draft and final FOE for the Historic Columbia River Highway (Hood River Loops)
- Up to ten (10) DOEs for residential properties
- Up to six (6) FOEs for residential properties
- One (1) DOEs for archaeological resources
- One (1) FOE for other archaeological resources

5.7. Section 4(f) and Section 6(f)

Consultant will update the 2003 Section 4(f) Evaluation to reflect the current environment and will revise the Section 4(f) use analysis as needed to reflect the updated data on recreational facilities (collected in Task 5.4.8) and cultural resources (Task 5.6).

A Section 6(f) Evaluation was not prepared in 2003. The Port property that includes the marina is a Section 6(f) resource and will be documented in a separate memorandum.

The Section 4(f) and Section 6(f) effort will include:

- Updating data about the Hood River Bridge presented in the Section 4(f) evaluation, such as the NRHP listing status, SHPO/DAHP determinations of eligibility and findings of effect, etc.
- Coordinating with State DOT and FHWA to confirm Section 4(f) use determinations for all resources subject to Section 4(f) and to confirm whether changes to the Waterside Trail (trail reconstruction proposed) and Port of Hood River Marina (parking lot and access reconstruction proposed) warrant detailed analysis as part of the project's Section 4(f) evaluation
- Expanding the evaluation to include any additional resources that would be impacted to be assessed in the Section 4(f) Evaluation
- Updating summary of agency coordination on Section 4(f) resources, including attaching copies of correspondence from SHPO and Officials with Jurisdiction
- Preparing Section 6(f) documentation

Assumptions:

- Up to one resource subject to Section 6(f) will be impacted by the alternatives

Deliverables:

- Section 4(f) Evaluation
- Section 6(f) Memorandum

5.8. Draft EIS Re-Evaluation (Task Completed 6/30/2019)

Consultant will prepare a Draft (draft #1) NEPA Re-Evaluation Memorandum for Port and State DOT review. Consultant will incorporate Port and State DOT review comments and prepare a Revised Draft (draft #2) NEPA Re-Evaluation Memorandum for FHWA technical review. Upon receipt of the FHWA technical review comments. Upon receipt of FHWA legal review comments, Consultant will prepare a Final NEPA Re-Evaluation Memorandum.

The Memorandum may include:

- Project name, NEPA document type being re-evaluated, highway, and location

- Purpose and introduction, including specific statements that outline the need for the re-evaluation and reference the NEPA document or decision being re-evaluated, include discussion regarding confirmation of NEPA classification
- Original project description, including description of the preliminary preferred alternative that is included in the 2003 Draft EIS
- Current or changed project description that explains any project scope changes that have occurred since preliminary preferred alternative description in the Draft EIS
- Changes to regulations, laws, or policies since the Draft EIS and how these changes affect analysis of resources
- Changes in existing conditions since 2003 Draft EIS and how these changes affect analysis of resources
- Summary of resources affected by changes in project scope, regulations, laws, or policies, and/or existing conditions and how they are affected (changes in project impacts and/or benefits)
- Summary of resources not affected by changes in project scope, regulations, laws, or policies, and/or current conditions
- Public involvement and agency coordination that has occurred since the Draft EIS
- Conclusions
- Appendix with figures, maps, and design drawings that clearly show the changes that have occurred since the Draft EIS was prepared

Deliverables:

- Draft, Revised Draft, and Final NEPA Re-Evaluation Memorandum

5.9. Supplemental Draft EIS

Consultant will prepare a Supplemental Draft EIS (SDEIS) in response to comments on the Draft EIS and updated technical analysis. Consultant will maximize the use of existing documentation prepared for the Draft EIS to the extent possible. Consultant will also coordinate with WSDOT and FHWA to incorporate Washington State SEPA requirements into the SDEIS.

Consultant will prepare an SDEIS in FHWA's traditional format, which will be a standalone document that does not require the Draft EIS to be a companion document. All the technical reports prepared under Task 5.4 will serve as the technical basis for the SDEIS and will be attached as technical appendices or incorporated as sections of the SDEIS document.

Consultant's activities for preparation of the SDEIS include:

SDEIS Outline

- Prepare Draft SDEIS outline for the Port, ODOT, and FHWA review
- Incorporate review comments and prepare Final SDEIS outline for Port, ODOT and FHWA approval

Administrative Draft #1a and #1b SDEIS for the Port and ODOT Technical Review

- Prepare Administrative Draft #1 SDEIS using technical analysis and documentation prepared in Tasks 5.4 through 5.7 above as well as other relevant tasks in this SOW
- Prepare remaining sections of Administrative Draft SDEIS (version 1), including Executive Summary; Chapter 1 (Purpose and Need); Chapter 2 (Alternatives); Chapter 5 (Relationship Between Local Short-Term Uses of the Human Environment and the Maintenance and Enhancement of Long-Term Productivity); Chapter 6 (Irreversible and Irrecoverable Commitment of Resources); Chapter 7 (Comments and Coordination); Chapter 8 (List of Preparers); Chapter 9 (Distribution List); and additional appendices (e.g., glossary) [Note; actual chapter numbering may change per the approved outline.]
- Draft #1a will be prepared for Port and ODOT NEPA review

- Draft #1b will be prepared for Port and ODOT technical lead; comments from Draft #1a will be addressed and incorporated.

Administrative Draft #2 for FHWA Division Office

- Review comments provided by the Port ODOT's technical review of the Administrative Draft #1b SDEIS
- Participate in up to one comment resolution meeting with the Port, ODOT, and/or other agencies as needed to resolve comments.
- Update four (4) and prepare one (1) new sections for a second ODOT technical review
- Revise the SDEIS to address Port and ODOT technical review comments from Draft #1b and additional five (5) section updates; prepare the Administrative Draft #2
- Provide responses to all review comments

Administrative Draft #3 for FHWA Legal Sufficiency Review and Cooperating Agency Review

- Review comments provided by FHWA Division Office review of the Administrative Draft #2 SDEIS
- Participate in one (1) comment resolution meeting with the Port, ODOT, FHWA, and/or other agencies as needed to resolve comments
- Revise the SDEIS to address FHWA Division Office agency review comments and prepare the Administrative Draft #3
- Provide responses to all review comments

Signature-Ready SDEIS for Port and State DOT Signature and Public Distribution

- Review comments provided by FHWA legal sufficiency review and cooperating agencies' reviews on the Administrative Draft #3 SDEIS
- Participate in one comment resolution meeting with the Port, ODOT, FHWA, and/or other agencies as needed to resolve comments
- Revise the SDEIS to address FHWA legal sufficiency and cooperating agencies' review comments and prepare the Signature-ready SDEIS
- Provide responses to all review comments
- After signatures are obtained, incorporate signature page to produce Final SDEIS for public distribution

Consultant will prepare a Draft and Final Notice of Availability for the SDEIS. The SDEIS will be available for public review for 45 days.

Assumptions:

- The project mailing list will be maintained under Task 2, Public Involvement
- The first Port and ODOT review of the Administrative Draft SDEIS will result in up to 25 substantive comments to be addressed; no new substantive comments will be received from the Port and State DOT during subsequent reviews
- The first FHWA review of the Administrative Draft SDEIS will result in up to fifty (25) substantive comments to be addressed
- The cooperating agency review will result in up to fifty (25) substantive comments to be addressed
- The FHWA legal sufficiency review will result in up to ten (10) substantive comments; no new substantive comments will be received from FHWA during subsequent reviews
- No further comments will be received on the Signature-ready SDEIS
- Up to two Consultant staff will attend up to three (3) comment resolution meetings lasting up to two hours each via teleconference

- The Port and/or State DOT will coordinate obtaining signatures on the Signature-ready SDEIS and no meeting or briefing will be required
- Consultant will produce electronic (PDF) copies of the SDEIS for all reviews
- The Port and/or State DOT will distribute the SDEIS to agencies and the public
- The Port will pay any fees related to publishing the NOA in local newspapers
- Preparation for the public meeting/open house for the public release of the SDEIS and the associated SDEIS review period will be conducted under Task 2, Public Involvement
- The Signature-ready SDEIS will be prepared in InDesign; all other versions of the SDEIS and other documents will be prepared in Microsoft Word so that reviewers may provide comments in track changes

Deliverables:

- SDEIS Outline
- Administrative Drafts (#1a, #1b, #2, and #3) SDEIS, Signature-Ready SDEIS and Final SDEIS
- Notice of Availability

5.10. Responses to Comments on the 2003 Draft EIS and Supplemental DEIS

Consultant will prepare a Draft, Revised Draft and Final Record of Comment Responses that identifies and responds to individual, substantive topics submitted on both the 2003 Draft EIS and Supplemental DEIS. Consultant will compile and organize comments by author, and provide a point-by-point response to each comment submittal (letter/email/comment form/oral testimony). Consultant will respond to all comments that pertain to environmental technical analysis, the public involvement process and the NEPA process.

Consultant will prepare the Draft Record of Responses for Port and State DOT review. Upon receipt of comments, Consultant will prepare a Revised Draft Record of Responses for FHWA technical and legal review. Upon receipt of FHWA comments, Consultant will prepare a Final Record of Responses.

Assumptions:

- For the SDEIS, Consultant will prepare responses for up to 12 comment submittals
- For the FEIS, Consultant will document and prepare responses for up to 50 comment submittals with, on average, up to three individual, substantive topics per comment submittal, for a total of 150 topics
- One comment submittal is an email, letter, comment form, or oral testimony record
- Up to 30 substantive review comments from Port, State DOT, and FHWA reviewers will be received on each Draft and Revised Draft of the SDEIS and FEIS Record of Responses

Deliverables:

- Draft, Revised Draft, and Final Record of Comment Responses for the SDEIS
- Draft, Revised Draft, and Final Record of Comment Responses for the FEIS

5.11. Mitigation Commitment List for Final EIS

Consultant will compile all mitigation measures and commitments in Chapters 3-4 of the Final EIS and create a separate appendix for the Final EIS.

Section 106 Memorandum of Agreement (MOA) and Mitigation Plan

Consultant will prepare an MOA in compliance with Section 106 of the NHPA. Consultant will prepare a Section 106 mitigation plan to resolve adverse effects on National Register of Historic Places listed or eligible properties. A draft, revised and final mitigation plan will be prepared for ODOT, WSDOT, Oregon SHPO, Washington DAHP, FHWA and consulting parties review as needed. One historic property (the existing Hood River Bridge) is expected to be included in the mitigation plan.

- **MOA Development:** Consistent with the requirements of ACHP, ODOT, WSDOT as well as Washington and Oregon SHPO's applicable guidelines regarding the development of Project Memoranda of Agreement, Consultant Architectural Historian will complete a MOA that includes drafting and integrating comments from the consulting parties. The Consultant Architectural Historian would be directed to prepare the text of the agreement, track and address comments from consulting parties, support Port of Hood River/ODOT during consulting party meetings (not to exceed three group meetings and three client/agency meetings). The estimate also assumes three drafts of the MOA. ODOT/Port of Hood River shall coordinate communications to the consulting parties, review drafts prepared by the Consultant, and approve for signature the MOA document. The Consultant shall prepare meeting summaries after each client/agency/consulting party meeting and shall prepare meeting agendas for client review. Estimate does not include costs related to in person meetings such as travel costs, lodging, or per diem and does not include individual tribal consultation meetings.
- **Mitigation Plan:** The Mitigation Plan shall include a list of options and associated cost estimates, in consultation with the Port of Hood River and ODOT and WSDOT, that would be developed for the purposes of MOA consultation by the Contract Architectural Historian. This list of mitigation options would be influenced by cost and feasibility and the degree of the project's potential for an adverse effect to the Hood River Bridge, while also being influenced by community-oriented mitigation measures recently emphasized by the Oregon and Washington SHPOs. The estimate assumes two drafts of the Mitigation Plan will be prepared for client/agency review.

Assumptions:

- The Mitigation Commitment List would be included as an appendix in the combined Final EIS and Record of Decision (Tasks 5.12 and Task 13).
- The Section 106 Mitigation Plan will provide mitigation to resolve adverse effects on one historic property, which is the Hood River Bridge.

Deliverables:

- Mitigation Commitment List
- Draft, Revised Draft and Final Section 106 Mitigation Plan

5.12. Final EIS

Consultant will prepare a Final EIS in response to comments on the Draft EIS and SDEIS. Consultant will maximize the use of existing documentation prepared for the Draft EIS and SDEIS, and either adopt or incorporate that data by reference to the extent possible. The Final EIS will follow FHWA's abbreviated format. Consultant will perform the following to prepare the Final EIS:

Administrative Draft #1 FEIS for the Port and ODOT Technical Review

- Prepare Administrative Draft #1 FEIS incorporating revisions and new analysis identified during the process of preparing the Response to Comments (Task 5.10), and any other additional data updates that become available after publication of the SDEIS

Administrative Draft #2 FEIS for FHWA Division Office and Cooperating Agencies Review

- Review comments provided by the Port and ODOT's technical review of the Administrative Draft #1 FEIS
- Participate in up to one comment resolution meeting with the Port, ODOT, and/or other agencies as needed to resolve comments
- Revise the FEIS to address Port and ODOT technical review comments and prepare the Administrative Draft #2 FEIS
- Provide responses to all review comments

Administrative Draft #3 FEIS for FHWA Legal Sufficiency Review

- Review comments provided by FHWA Division Office and up to five (5) cooperating agencies review of the Administrative Draft #2 FEIS
- Participate in up to one comment resolution meeting with the Port, ODOT, FHWA, and/or other agencies as needed to resolve comments
- Revise the FEIS to address FHWA Division Office and cooperating agencies review comments and prepare the Administrative Draft #3 FEIS
- Provide responses to all review comments

Signature-Ready FEIS for the Port, ODOT, and FHWA Signature and Public Distribution

- Review comments provided by FHWA legal sufficiency review on the Administrative Draft #3 FEIS
- Participate in one comment resolution meeting with the Port, State DOT, FHWA, and/or other agencies as needed to resolve comments
- Revise the FEIS to address FHWA legal sufficiency review comments and prepare the Signature-ready FEIS
- Provide responses to all review comments
- After signatures are obtained, incorporate signature page to produce Final FEIS for public distribution

Consultant will prepare a Draft and Final Notice of Availability for the FEIS.

Assumptions:

- The preferred alternative identified for analysis in the Final EIS will be the same as the preliminary preferred alternative identified in the 2003 Draft EIS and SDEIS; no new or modified alternatives will be analyzed in the Final EIS
- The Final EIS will be prepared as errata sheet (abbreviated format)
- The Final EIS will follow the same organization as the SDEIS; no outline will be prepared
- Development of the Final EIS will not entail new operational and/or environmental impact analyses, or the consideration of new alternatives beyond the analysis contained in the SDEIS
- No substantive public comments requiring re-examination of the document and related project files will be received
- combined FEIS and ROD will be used for the Project; a combined FEIS/ROD would still necessitate the tasks outlined in Tasks 5.12 and 5.13.
- The public mailing list will be maintained in Task 2, Public Involvement
- The first Port and ODOT review of the Administrative Draft FEIS will result in up to 10 substantive comments to be addressed; no new substantive comments will be received from the Port and State DOT during subsequent reviews
- The first FHWA and cooperating agency review of the Administrative Draft FEIS will result in up to 15 substantive comments to be addressed; no new substantive comments will be received from FHWA during subsequent reviews
- No further comments will be received on the Signature-ready FEIS.
- Up to two Consultant staff will attend up to three comment resolution meetings lasting up to two hours each via teleconference
- The Port and/or ODOT will coordinate obtaining signatures on the Signature-ready FEIS and no meeting or briefing will be required
- Consultant will produce electronic (PDF) copies of the FEIS for all reviews
- The Port and/or State DOT will distribute the FEIS to agencies and the public
- The Port will pay any fees related to publishing the NOA in local newspapers

- The Signature-ready FEIS will be prepared in InDesign. All other versions of the FEIS and other documents will be prepared in Microsoft Word so that reviewers may provide comments in track changes

Deliverables:

- Administrative Drafts (#1, #2, and #3) FEIS, Signature-Ready FEIS and Final FEIS
- Notice of Availability

5.13. Record of Decision, Notice of Availability, and Statute of Limitations

Consultant will prepare a Draft Record of Decision (ROD), Draft Notice of Availability (NOA) and Draft Statute of Limitations for Port and State DOT review. The ROD will include a description of the decision, selected alternative, alternatives considered, criteria used to determine the selected alternative, proposed project funding, Section 4(f) finding, mitigation commitments, and comments submitted on the Final EIS.

Consultant will incorporate Port and State DOT review comments and prepare a Revised Draft ROD, Revised Draft NOA, and Revised Draft Statute of Limitations for FHWA OR Division and Legal review. Upon receipt of comments from FHWA, Consultant will revise and prepare the Final ROD, Final NOA, and Final Statute of Limitations.

Consultant will prepare the Final NOA for publication in the Federal Register and up to 3 local newspapers. The Port will publish and pay for the NOA in the local newspapers.

Consultant will prepare the Final Statute of Limitations for publication in the Federal Register.

Deliverables:

- Draft, Revised Draft, and Final ROD
- Draft, Revised Draft, and Final NOA
- Draft, Revised Draft, and Final Statute of Limitations

5.14. Administrative Record

Consultant will assemble an Administrative Record that documents the process and materials leading to a NEPA decision. It will include an index and may contain materials such as maps, calculations, meeting notes, documentation of project decisions, public comments, public notice affidavits, final reports, the Draft EIS Re-evaluations, Supplemental Draft EIS, Final EIS, and ROD.

Assumptions:

- The administrative record is not intended to be an exhaustive catalog of all project documents; it will not include items that support Project decisions
- All documents will be in electronic format; no hard copy documents will be included

Deliverables:

- Administrative Record Index and Documents (on electronic media)

6. ENGINEERING

6.1. Engineering Coordination

Provide leadership, direction, and control of Consultant Engineer's work efforts. Provide day-to-day management. Facilitate meetings with DOT technical staff. Develop and distribute meeting notes that include Action item list with dates, tasks, and assignments.

Assumptions:

- Meetings with WSDOT and ODOT technical staff will provide information and seek their concurrence on design exhibits for inclusion into the FEIS documentation.
 - Up to three (3) meetings, in Portland or Vancouver.

- Meetings are assumed to be 3 hours in duration (including travel time)
- The Engineering Lead and/or two (2) additional pertinent staff will attend and facilitate the meetings,
- The Engineering Lead will arrange for the meeting facility, distribute the meeting announcement, develop and provide agendas and meeting notes.

Deliverables:

- DOT meeting agenda and meeting notes.

6.2. Land Survey (Task Completed 6/30/2019)

Prepare and submit survey notification letter to the Agency for review. Develop distribution list addresses from County Websites. Distribute approved letter by mail to distribution list.

Perform right-of-way research (surveys, plats, deeds, etc.) to locate existing monuments and to resolve existing roadway centerlines and right-of-way lines.

Establish horizontal and vertical survey control for the project.

Perform a field survey of existing monuments subject to disturbance by the project or needed to resolve existing right-of-way lines. If the initial search is inconclusive, a second search will be made utilizing coordinates calculated from nearby found monuments and/or additional measurements.

Existing property lines will not be resolved, but will be calculated from survey and deed records, as necessary. Parcel tax lot ID numbers, owner names, property addresses (if applicable), existing property lines (entire property), and existing right-of-way lines will be compiled on the base map.

Provide a base map of the survey limits at a scale of 1" = 100'. That mapping will show all visible existing planimetric features such as pavement, medians, curb (and gutter), sidewalks, retaining walls, bike paths/ trails, driveways / guardrails / barriers, bridges, large box culverts, railroad tracks, striping (solid, dashed), luminaries, signals, controller cabinets, drainage channels and ditches, drainage features, fences, trees and vegetation, right of way and other items. These features will be shown on the project base map in electronic format compatible with ODOT convention.

Develop a project Digital Terrain Model (DTM) that models the existing ground surface shape adequately to prepare base mapping with one-foot interval contours. For the Washington bridge approach, convert the DTM from Oregon horizontal datum to Washington State Plane Coordinate System, South Zone, Units in US Survey Feet. Submit the model electronically in a format compatible with ODOT convention.

Assumptions:

- Survey limits are as shown on attached Figure 1.
- The horizontal datum will be NAD83, Oregon Coordinate Reference System (OCRS) Columbia River West Zone, units in International Feet.
- The vertical datum will be the National Geodetic Vertical Datum of 1988 (NAVD88).
- Record of Survey is not included.

Deliverables:

- Digital Terrain Model in DGN format.

6.3. Geotechnical

Amendment 2 Note: Consultant conducted geotechnical exploration planning to support bridge design (Task 6.6) and in-water permitting (Task 8.2) prior to September 30, 2019. All work after this date will be put on hold; remaining budget will be moved to a contingency task (Task 9.1).

Updated July 24, 2020: Limited geotechnical support added to support environmental tasks and initial coordination for geotechnical investigations. Consultant will:

- Provide geotechnical support to the Port in preparation for, and review of, optional geotechnical investigations and supporting analysis under (Optional) Task 10. Geotechnical support will include participation in up to one (1) remote and one (1) in-person meeting with WSDOT and ODOT technical staff to review optional geotechnical investigations and analysis, as well as up to two (2) remote meetings with Port staff only.
- Provide geotechnical support for additional efforts under Task 5.5 related to the Biological Assessment.

6.4. Hydraulics (Task Completed 5/31/2020)

6.4.1. Bridge Hydraulics (Task Completed 5/31/2020)

Update the HEC-RAS model of the existing condition that was used for the 2011 Bridge TSL Study. The existing condition model includes the existing Hood River Bridge and will be updated to incorporate new hydrographic cross section data (collected by NW Hydro).

The Existing Condition Model will be compared with the results from the Proposed Condition Model to quantify changes in backwater effect due to the proposed bridge. Incorporate applicable changes in the proposed bridge configuration and the new hydrographic cross section data to update the HEC-RAS model for the proposed condition from the 2011 Bridge TSL Study. Each model will produce predicted water surface profiles, for use in the backwater analysis, and average cross-sectional velocities. Utilize flood frequencies developed by the U.S. Army Corps of Engineers for the 2-year, 10-year, 50-year, 100-year and 500-year flows in the vicinity of the replacement bridge.

Analyze scour based on the FHWA HEC-18 guidance and results from the Proposed Condition Model. The scour analysis will include contraction and pier scour calculations for the 100-year and 500-year flood frequencies.

Research and confirm the water level assumptions to base the bridge height (e.g., ordinary high water, Bonneville pool level, flood levels).

Deliverables:

- Bridge Hydraulics Technical Memorandum

6.4.2. Bathymetric Survey (Task Completed 6/30/2019)

Collect Single beam bathymetry data on 7 transects of the Columbia River in the vicinity of Hood River.

Provide cross sections perpendicular to flow of river, except for the section on the proposed alignment and the existing bridge sections.

Extend sections from bank to bank and provide water surface elevations at each cross-section survey.

All bathymetry data will meet all accuracy standards for Navigation & Dredging Support surveys (Bottom Material Classification-Soft) in accordance with the U.S Army Corps of Engineers Hydrographic Survey Manual EM 1110-2-1003 (Nov. 2013).

Assumptions:

- The single beam transects will be at the following locations:
 - Approximately 1 mile downstream from the proposed bridge
 - Approximately 0.5 mile downstream from the proposed bridge
 - At the proposed bridge (approximately 300 feet downstream from the existing bridge)
 - Downstream face of existing bridge
 - Upstream face of existing bridge
 - Approximately 0.5 mile upstream of the existing bridge

- Approximately 1 mile upstream of the existing bridge
- Project survey control will be provided and will be in place prior to bathymetry data collection.
- The horizontal datum will be Lambert, Oregon North Zone (NAD 83, U.S Survey Feet) and the vertical datum will be NAVD 88.

Deliverables:

- Bathymetry data in digital format (ASCII X, Y, Z) and in MicroStation drawing format

6.5. Civil**6.5.1. Roadway Geometry**

Refine the roadway geometry in the Bridge TSL Study (Alternative EC-2) and develop a design to determine limits of potential impact. Similar geometry will be established for Alternatives EC-1 and EC-3. Develop estimate construction limits for all three build alternatives using roadway geometry, supplied mapping, and the proposed typical section.

Determine geometric connections at adjacent intersections including SR14, Marina Way, and I-84. Identify potential impacts to property access. Document geometric design (horizontal and vertical alignment for compliance with AASHTO, FHWA, project requirements and permitting requirements identified by permitting agencies. Identify potential design exceptions in a Design Exception technical memorandum. Submit draft and final versions. Update the draft report with one (1) set of agency comments and submit the Final version.

Validate ADA compliance for access to and from the bridge. Develop conceptual bike and pedestrian connections.

- Establish bike/ped facility design criteria for the tie-in connections (gathered from Federal, State, Local design guidance)
- Evaluate geometric feasibility of facility tie-ins at each end of project
 - North: Evaluate tie in to SR 14 or other designated destination (no bike/ped facilities exist currently on the North side)
 - South: Evaluate tie to existing trail system at bridge terminus.

Assumptions:

- Alignment EC-2 is the primary focus for roadway geometric alignment and profile grade effort, as established in the Bridge TSL Study. A minor level of effort is expected for similar elements of alignments EC-1 and EC-3
- Bicycle and pedestrian facility location, type, size, and compliance with federal guidelines, as established in the Bridge TSL Study, are valid.
- Concept design for bicycle and pedestrian facility connections to existing systems, are not part of this scope of work

Deliverables:

- Roadway design exhibits showing proposed design and potential limits of construction to support the NEPA process
- Design exception technical memorandum

6.5.2. Traffic Control

Provide a conceptual maintenance of traffic and construction staging scheme for tie ins at both ends of the bridge for all three build alternatives. Determine road closures needed to accomplish construction of the alignment, including duration in days and detour routes. Identify temporary access needs for construction and temporary impacts.

Assumptions:

- Roadway geometric alignment and profile grade, as established in the Bridge TSL Study, is valid.
- Lane closure requirements will be provided by Port

Deliverables:

- Conceptual Staging exhibit to support the NEPA process

6.5.3. Task Reserved**6.5.4. Storm Water**

Prepare Stormwater Technical Memorandums. Include descriptions of the existing and proposed conditions, maps and figures, and graphical representation of preliminary data.

Provide exhibits of stormwater facilities. The following specific items will be included in the Stormwater Technical Memorandum:

- Vicinity map
- Hydrologic methodology and assumptions
- Watershed delineation
- Total impervious area/effective impervious area description based on Bridge TSL Study
- Preliminary water quantity/quality strategy with initial sizing calculations
- Preliminary conveyance design description

Prepare stormwater management exhibits in accordance with the current standards and regulations set forth by WSDOT and ODOT.

Consultant will prepare an ESA Stormwater Design Checklist, using WSDOT's template or similar document, to support the Biological Assessment.

Adjust location of stormwater pond on Washington side of the Bridge, as needed.

Assumptions:

- Downstream analysis will not be required.
- Enhanced water quality treatment will be required. Flow control will not be required.
- A Specialty Hydraulic Report will be completed under a separate Task.
- Report submittals will be provided in PDF format.
- No in-situ infiltration testing will be conducted.
- Up to five (5) meetings with the Port and partners such as WSDOT, ODOT, USACE, etc. with up to three Consultant (3) staff attending lasting two (2) hours in length, plus preparation and travel time as necessary. At least two (2) meetings will be in person. All other meetings will be teleconferences.
- The Project is not located within a WSDOT high-priority retrofit location and the maximum cost limit for the retrofit analysis is 20 percent.
- A site visit to confirm the concept stormwater design will be conducted by two (2) Consultant staff.
- Culvert replacement for Fish Passage design is not included as a part of this design. The need for future fish passage culvert replacement will be noted in the Stormwater Technical Memorandum as applicable.

Deliverables:

- ESA Stormwater Design Checklist

- Stormwater Technical Memorandum

6.6. Bridge

Validate the basis of design (design criteria and requirements) for the bridge and approaches that was developed as part of the Bridge TSL Study.

Incorporate any revised or new design criteria provided by ODOT or WSDOT.

As requested provide design and construction information and exhibits (commensurate with the level of design)

Assumptions:

- Columbia River Navigation Channel dimensions of 80 feet vertical and 450 feet horizontal will be confirmed by the US Coast Guard as the primary opening. A secondary opening (within the same span) of 90 feet vertical and 250 feet horizontal, will also be confirmed by the US Coast Guard.
- The architectural features of the bridge type and size, as developed for the Bridge TSL Study, meet the requirements of the Gorge Management Plan and are acceptable.
- Pier locations and span arrangement from the Bridge TSL Study are acceptable.
- The design refinement, as dictated by the NEPA process, will not be to a point that will advance the level of design

Deliverables:

- Engineering exhibits to support the NEPA process

6.7. Wind Analysis – Reserved

6.8. Architecture and Simulations

6.8.1. Architectural Concepts (Task Completed 5/31/2020)

Review existing architectural renderings, from the pedestrian perspective, that support the proposed bridge design concepts and compliment the intent of the Gorge Management Plan. Review Gorge Commission and bridge advisory group design preferences. Review design precedents from bridge, roadway and trail design projects in the Gorge as well as the site context at both ends of the proposed bridge.

Consultant will retrieve the TS&L photo simulation root file of the pedestrian view. Consultant will strip off the railing, benches, light posts, and users so that this base file can be reused for the new sketch-concepts.

Provide up to three (3) draft sketch-concepts (also called “tissue paper” drawings) for the pedestrian path and overlook area that are consistent with the Gorge Management Plan and the Precedents memo. Depict architectural concepts in 2D detail drawings and photographs, developed to sufficient detail to describe the design intent to both the professional and the layman. Concepts will include options for materials, colors and forms for paving, railings, seating and lighting within the pedestrian environment.

Coordinate architectural concepts with staff working on Civil (Subtask 6.5) and Bridge (Subtask 6.6) to ensure design standards can be met. Revise and refine concepts using Port and ODOT input.

Participate in up to two (2) meetings between the project team and members of the Columbia River Gorge Commission to show how bridge architectural features are context sensitive and follow the Gorge Management Plan requirements for the Bridge.

Assumptions:

- Aesthetic requirements for the bridge will follow those set in the Columbia Gorge Management Plan, Chapter 7, “Columbia River Bridge Replacement”, 9/1/2011.
- Architectural concepts will be developed for one perspective from the pedestrian path. The three (3) themes to be developed include: existing bridge, Historic Columbia River Highway, and modern.

- Each meeting with the Columbia River Gorge Commission will be held in White Salmon, WA and be up to 2 hours in duration.

Deliverables:

- Three (3) architectural concepts for the pedestrian path and overlook.

6.8.2. Photo Simulations

Contractor will provide a map of up to twelve (12) proposed photo locations to Agency prior to traveling to project site to take photos. After the Port has approved final map of proposed photo locations, Contractor will travel to the project site and take high-resolution color photographs for up to twelve (12) locations. Locations are presumed to represent views toward the bridge (e.g. residents and travelers on nearby roads, highways and the Columbia River) and from the bridge (e.g. bridge user perspective). Contractor will provide Agency with a photo set of up to two (2) original photos from each of the twelve (12) locations for Agency to make final selection of seven (7) photos to use for creating photo simulations.

Consultant will create one (1) 3D model of the Final Preferred Bridge Alternative (design snapshot) from engineering drawings, and will view-match the six (6) photos in the 3D model. Consultant will prepare up to six (6) high-resolution color photo simulations of the Final Preferred Bridge Alternative (design snapshot) showing design features (e.g. material, textures and colors) in accurate scale and proportion. Contractor will meet in-person with ODOT and Port to review and receive comments on draft photo simulations. Contractor will prepare revised draft photo simulations per ODOT comments from in-person meeting. Contractor will prepare final photo simulations resolving any final, minimal ODOT comments on revised draft photo simulations.

Assumptions

- Up to six (6) high-resolution photo simulations will be prepared for six (6) different locations per final map of proposed photo locations and direction of view.
- Agency changes to photo locations/direction of view after site visit will require a contract modification.
- One design snapshot will be utilized for completion of this task. Any changes to design, after photo simulations work has commenced, that would impact the photo simulations will require a contract modification.
- The high-resolution photo simulations will be submitted in electronic format (.jpg), suitable for 30x40 inch presentation display boards.

Deliverables:

- Map of proposed photo locations and direction of view
- Photo set (up to two (2) photos from each of up to twelve (12) locations)
- Draft, Revised Draft and Final photo simulations of the Final Bridge Alternative.

6.9. Cost Estimating

Update the construction cost estimate, commensurate with the level of design, for one (1) Final Preferred Bridge Alternative. The estimated cost will include elements such as; bridge, approach roadway, bridge removal, engineering, and right-of-way.

Develop preliminary quantities for major items. Prepare the project quantity based cost estimate range by breaking out the individual components, including quantities, unit costs, constructability costs, staging costs and any costs incurred by site constraints.

Develop unit costs based on current material costs, labor rates, equipment costs, and labor rates.

Assess additional costs due to constructability, construction staging, traffic staging, bridge removal, site constraints, and other risks.

Evaluate cost escalation over the life of the project.

Provide documentation in determining the validity (such as industry input) of unit costs, quantities, analysis methods, and assumptions made (i.e. construction schedule and method).

Assumptions:

- The 2018 Mott MacDonald Cost Estimate will be used as a starting basis.
- The Final Preferred Bridge Alternative is a concrete segmental box girder bridge on the EC-2 alignment.
- The commensurate level of design cost estimate will include a percentage of construction basis estimate, for elements such as right of way, engineering and construction management.
- All bridge cost estimates will be in construction year 2021 dollars

Deliverables:

- Cost Estimate Memorandum.

7. TRANSPORTATION (TASK COMPLETED 5/31/2020)

The purpose of this task is to update and reestablish any previous traffic analysis work to support the NEPA compliance effort, and project delivery strategy.

The Consultant will conduct a comprehensive update to the previous Draft EIS traffic forecasting and operations analysis. This includes revisiting the technical foundation to document key traffic patterns, capacity requirements of the bridge to meet future multimodal crossing demand, and identifying the need for critical operational and safety enhancements on both approaches to address potential congestion hot spots and multi-modal access and mobility.

7.1. Methodology Memorandum (Task Completed 6/30/2019)

The Consultant will coordinate with the Port and project partner agencies to develop the traffic forecasting methodology, models, and assumptions. The Consultant will obtain, develop, and validate the travel demand forecasting and operational analysis approaches for developing the necessary traffic projections and conducting the analysis necessary for updating the environmental effects of the project and supporting design refinements as necessary.

The Consultant will work with the Port and partner stakeholders to develop a brief methods and assumptions summary that will outline the following:

- Method for developing year of opening and 20-year horizon multi-modal travel demand forecasts. An important aspect will be to focus on latent demand given the large increase in vehicular capacity on the bridge, as well as the inclusion of bicycle and pedestrian access across the bridge.
- Tools used to perform the analysis work
- Geographic limits of the study area
- Relevant assumptions regarding data and analysis parameters
- Time periods for analysis (AM/PM peaks, weekday, other)
- Number of options or alternatives to consider
- Performance measures that will be used to gauge traffic operations, multi-modal mobility, access and safety, and overall construction feasibility.

Other related efforts include:

- Where available, obtain existing Synchro/SimTraffic or Vissim simulation models for the study area
- Update and calibrate obtained simulation models using current traffic data from the Port and partner agencies. As needed, additional traffic counts will be collected by the Consultant.

- For horizon year traffic data, develop traffic growth factors based on factors developed for the SR-14 Bingen-White Salmon Circulation Study for the north side of the bridge, and factors based on land use growth and/or recent traffic studies conducted on the south side of the bridge.

Deliverables:

- Technical Memorandum: Transportation Analysis Methods and Assumptions

7.2. Data Review and Collection (Task Completed 6/30/2019)

The first step in the investigation of existing conditions will be a thorough review of the transportation data that was recently collected within the study area for other corridor planning efforts. This includes data that was collected as part of the SR-14 Bingen-White Salmon Circulation Study, as well as other efforts to be identified in conjunction with the Port of Hood River and their partners. Following a review of the relevant data available, a list of data gaps and data collection needs will be prepared by the Consultant. This may include the following:

- Signal timing and phasing data for the study area intersections
- Roadway geometry data and pedestrian/bicycle amenities in the vicinity of both ends of the bridge
- Historical crash data for SR-14, the Hood River Bridge, the I-84/State Route 35 interchange and relevant ramp or arterial intersections
- Freight volumes and documentation on future freight system demands across the bridge and along the SR-14 and I-84 corridors
- Transit routes and ridership across the Hood River Bridge
- Key emergency responders (Bingen FD, Hood River FD, HMS Ambulance, etc.) and service areas
- GIS data represent parcel boundaries, right of way, critical areas, topography, and utilities
- Local and regional comprehensive plans
- Project area aerial imagery
- Updated vehicle classification volumes across the Hood River Bridge

To supplement the traffic volume data already collected, AM and PM peak hour turning movement volume counts reflecting typical annual weekday conditions, as well as counts reflecting summer peak season conditions may be performed for relevant intersections within the study area. These counts will target one mid-week day (Tuesday, Wednesday or Thursday).

Assumptions:

- For budgeting purposes, assume AM/PM peak hour traffic counts will be conducted at a total of eight intersections for an average annual time period and for a summer peak season time period.
- Toll booth data indicating volumes and vehicle classes will be provided by the Port of Hood River for periods reflecting before and after the recent toll increase (February 1, 2018)

Deliverables:

- List of transportation data collection needs

7.3. Existing and Future No Build Conditions Update (Task Completed 6/30/2019)

Once the transportation data review is complete and all data pieces have been explored and compiled, the Consultant will then initiate the analysis of existing traffic conditions to gauge current levels of delay during critical periods of the day (ex. AM and/or PM peak period). This analysis will cover the relevant intersections connecting to both sides of the bridge. Synchro 9 software (with Highway Capacity Manual reporting) will be the primary analysis tool used to assess traffic congestion and operational constraints. For complex operations, such as toll booth processing, Vissim 9 microsimulation software may be used to capture vehicular queuing, and recovery wait times.

Also, as part of the existing conditions assessment, the Consultant will broadly characterize marine operations (e.g., volumes/classifications) navigating the river under the bridge in the study area. The Consultant will also inventory pedestrian and bike amenities connecting to both sides of the bridge, historical crashes along the bridge and roadway approaches (including key intersections), current transit usage of the bridge, and existing freight demands, speeds and truck pathways on both sides of the bridge.

To assess future baseline conditions, the Consultant will develop traffic forecasts reflecting a minimum 20-year outlook for the Hood River Bridge and adjacent roadways and key intersections primarily based on background growth in traffic along the SR-14 and I-84 corridors but also informed by potential cross-state demand growth across the bridge. However, to refine the traffic projections, any anticipated land use changes within underdeveloped parcels and future growth potential for large employers (INSITU, etc.) will be assessed to identify additional growth generators beyond the estimated background levels.

The Consultant will also develop future long-range projections of truck freight demand on the bridge based on local, regional and statewide freight movement expansion on both sides of the Columbia River.

The Consultant will estimate the future marine operations conditions, primarily any increase in vessel volumes, to the extent that forecasts are available.

The Consultant will perform an analysis of future baseline traffic conditions for the AM and PM peak periods by leveraging the Synchro and Vissim models developed earlier on as part of the existing conditions analysis and will capture the same study area roadways and relevant intersections within the study area. Assumptions about future conditions of truck freight demand, rail demand, land use changes, or other relevant improvements in the study area will be documented and incorporated into the future baseline conditions analysis.

Any planned or programmed improvements to study area roadways, including SR-14 or I-84, or intersections in the study area based on comprehensive plan elements will also be reflected in the analysis.

Deliverables:

- Working paper on existing and future baseline conditions (to be incorporated into the Transportation Technical Report)

7.4. Build Alternatives Analysis Update (Task Completed 6/30/2019)

The Consultant will analyze future transportation access and mobility reflecting up to three (3) build alternatives for the Hood River Bridge. Since the bridge alternatives will generally include capacity improvements (adding one or more travel lanes plus pedestrian/bike treatments), traffic volume projections will be developed for each bridge alternative. Analysis of the future build alternatives will be conducted using the same modeling tools employed for existing conditions and future no build conditions.

In addition to the traffic analysis work, the Consultant will assess how effectively the bridge alternatives address key deficiencies related to freight (truck) mobility, safety, emergency response, and economic development. Marine vessel mobility along the river will be assessed for each of the bridge alternatives, as well. Access and connectivity considerations for businesses, residents, and pedestrian/bicycle users will be woven into the alternatives assessment process to ensure that fatal flaws related to non-traffic congestion issues are clearly identified and reconciled.

Input from the stakeholder group will be an integral part of the alternatives assessment process from the outset and will continue to be relied on as the refinement and screening of alternatives takes place. This collaborative approach will be intended to reflect and address the range of stakeholder interests in terms of access, mobility and safety.

The main deliverable for the alternatives development and evaluation task will be a summary report that describes the treatments and alternatives considered for the targeted intersections along SR-14 and those that are recommended to be carried forward into more detailed planning and follow-on design.

Deliverables:

- Technical summaries of the alternatives considered and evaluation outcomes

7.5. Transportation Technical Report (Task Completed 5/31/2020)

To document the transportation analysis approach, analysis and findings, a technical report will be prepared that captures the analysis assumptions, key data items collected and review, analysis approach and alternatives assessment outcomes. This report will recap the existing conditions and future No Build assessment and present a performance comparison of the bridge alternatives based on the Build Alternatives technical summary described in Task 7.4. The technical elements of the technical report will be used for inclusion in the Supplemental Draft EIS and Final EIS documents.

Deliverables:

- Transportation Technical Report

7.6. Tolling/Revenue Coordination (Task Completed 6/30/2019)

Consultant will coordinate with the Port's Tolling/Revenue Consultant in the areas of public involvement, travel demand forecasting, transportation analysis, design and environmental studies.

Assumptions:

- Consultant will provide up to eight (8) hours of coordination with the Port's Tolling/Revenue Consultant.

Deliverables:

- None

8. PERMIT ASSISTANCE

8.1. Permit Plan and Coordination

This task will result in the development of a permit plan addressing the land use, environmental and construction permits that may be necessary to construct the project. The permit plan will identify the party responsible for obtaining the permits, regulatory and permit review authority, permit submittal requirements, permit development and preliminary processing timelines. The plan is intended to function as a as a guide for maintaining consistency with adopted regulatory requirements and for obtaining permits in a future phase. Specifically, the plan will include the following information for each permit identified:

- Permit title
- Responsible agency, staff contacts, and contact information
- Review purpose
- Codes, standards, or regulations that apply, including statutory authority
- Application requirements, including technical studies, plans, and required level of design
- Potential mitigation requirements
- Approval body and level of discretion
- Schedule, including any statutory requirements such as public noticing and public hearing
- Period of validity and extension provisions
- Appeal provisions, including timing and appeal body
- Approximate costs (agency fees and cost to obtain)

The permit plan will consist of a summary of permitting requirements and include a matrix of the required authorizations. In addition to the information listed above, the permit plan will summarize the specific regulatory requirements that have the potential to affect the design of the bridge and/or affect the method of construction. The plan will also address information that will help to determine whether the project owner of the contractor is responsible for obtaining the permit. The required information identified by the lead federal agency will be

evaluated by the Consultant team in the context of the need for technical information to support the NEPA process in order to identify efficiencies and avoid duplication.

The Consultant will develop an initial draft of the permit plan for review by the Port prior to meeting with regulatory agencies. Once an initial draft has been approved by the Port, Consultant team representatives will meet with the identified agency staff to inform them about the project, confirm key information, and identify agency concerns that should be addressed in project planning and/or the NEPA and permit documents. The Consultant will maintain notes for each agency meeting (up to 13 meetings) and update the permit plan with any forthcoming information. Following the Draft Supplemental EIS comment period, the Consultant shall review and update the plan to incorporate agency input relevant to the permitting of the project, including addressing USACE restrictive easement permitting and timing. To assist with agency discussions, the Consultant will develop a detailed project description and conceptual drawings.

Assumptions

- No permit application materials will be developed during this task.
- Consultant team representatives will meet with each agency. This task assumes that 5 meetings will be conducted at each agency's office with the remaining 8 being conducted by phone.
- Port/Consultant team review of the draft documents will be limited to one review cycle.

Deliverables

- Permit plan
- Meeting agendas and meeting notes

8.2. In-water Permits for Geotechnical Investigations

Consultant will prepare the permit applications and documentation necessary to secure permits to conduct the in-water geotechnical investigations necessary for the design of the project. These include:

- US Army Corps of Engineers Section 404 Nationwide Permit No. 6 – Survey Activities
- Oregon Department of Environmental Quality Section 401 Water Quality Certification
- Oregon Department of State Lands – Waterway Authorization
- Washington Department of Ecology Section 401 Water Quality Certification
- Washington Department of Fish and Wildlife Hydraulic Project Approval
- Washington Department of Natural Resources – Aquatic Land Use Authorization/Easement
- Written State Environmental Policy Act (SEPA) exemption from City of White Salmon
- Written Shoreline Substantial Development exemption from City of White Salmon

The proposed bridge crosses the Columbia River and is located in Oregon and Washington in two US Army Corps of Engineers (USACE) districts with jurisdictions: the Portland District is responsible for the Oregon side of the Columbia River while the Seattle District is responsible for the Washington side. Because the larger portion of the project area is located in Oregon and the Portland District is responsible for navigation projects in the river, it is anticipated that the USACE is likely to determine that the Portland District will be responsible for all USACE permitting for the project. According to the 2017 Nationwide Permit User's Guide, 401 water quality certifications are pre-certified and individual water quality certifications will not be required by ODEQ or Ecology. For the geotechnical investigations, the Washington Department of Fish and Wildlife (WDFW) will also require submittal and authorization of a Hydraulic Project Approval (HPA). Additionally, because the geotechnical exploration will occur in the river bottom owned by both Oregon and Washington, authorizations to conduct the investigations will be required from DSL and Washington Department of Natural Resources (DNR).

The Consultant will prepare and/or compile the necessary permitting information including a Joint Permit Application (JPA)/Joint Aquatic Resources Permit Applications (JARPA) and figures. The applications will include the

necessary supplemental forms, aquatic survey, background information in the form of project description, best management practices (BMPs), mitigation plans, and cultural resources information in the JPA/JARPA forms.

Consultant will coordinate with permitting agencies to amend all permit applications for all remaining bridge pier locations. The initial set of applications identified six (6) boring locations, which will be updated to include twelve (12) boring locations.

Because the Columbia River is documented habitat for several species of fish listed under the ESA, compliance with the ESA must be documented. Based on permit requirements for similar geotechnical investigations in the Columbia River, this activity is typically considered to have no effect on ESA-listed fisheries or other ESA-listed species. This scope of work includes preparation of a no effect memorandum and/or coordination with the USACE, confirming that the project has been analyzed for its potential to affect species listed under the ESA, and that the proposed geotechnical investigation activities will have no effect on any species or critical habitat listed or proposed for listing under the ESA. This memorandum will be provided to the USACE as part of the JPA/JARPA submittal.

Finally, the geotechnical investigations will require written exemptions for SEPA and a Shoreline Substantial Development permit. The local agency responsible for this exemption is anticipated to be the City of White Salmon. The consultant will prepare exemption applications for submittal to the City and will meet with the City once to coordinate the exemption approvals.

Assumptions:

- The project will qualify as a Nationwide Permit (NWP) 6 for survey activities.
- Section 401 water quality certification requirements will be satisfied through issuance of the NWP 6 and are pre-certified according to DEQ and Ecology.
- The project will not require an individual ESA consultation with NOAA Fisheries or the U.S. Fish and Wildlife Service (USFWS). A BA will not be required for geotechnical investigations.
- No mitigation will be required for geotechnical site investigations.
- The activity is exempt from State Environmental Policy Act (SEPA), Shoreline Management Act (Revised Code of Washington 90.58.030), and local agency permitting requirements.
- Comments on the draft JPA/JARPA and no effect letter will be editorial in nature and minor in extent.
- Agency comments on final documents will be minor in extent and can be dealt with by email or telephone.
- Application fees are excluded.

Deliverables:

- JPA/JARPA with up to 6 figures
- No effect letter (if necessary) with up to 4 figures
- Up to 12 hours of post-application coordination with USACE, WDFW, DSL, DEQ, DNR, and City of White Salmon

8.3. US Coast Guard Permit Navigation Survey and Project Initiation Request (Task Completed 5/31/2020)

8.3.1. Navigation Survey (Task Completed 5/31/2020)

The scope, assumptions and deliverables for this task is included in Attachment A.

8.3.2. Bridge Permit Pre-Application Coordination (Task Completed 5/31/2020)

Consultant will follow the requirements of Office of Bridge Programs, U.S. Coast Guard (USCG), Bridge Permit Application Guide (COMDTPUB P16591.3D, July 2016) to prepare the Bridge Permit Initiation Request, including:

- Description of the project
- Project purpose and need
- List of potentially affected Federal and non-Federal entities
- Proposed schedule for filing Federal and State permit applications
- Description of the known existing project site conditions, potential changes to the waterway, and any other areas of concern.

Consultant will file a Bridge Project Initiation Request with the Coast Guard to initiate engagement with the 13th Coast Guard District in Seattle.

Up to three (3) meetings with the USCG are anticipated during the NEPA process to obtain concurrence with the proposed navigational opening.

Assumptions:

- Meetings with the USCG will occur in Seattle and have a duration of two (2) hours; up to three (3) Consultant staff (PM, Engineering Lead, and USCG Permit Lead) will attend

Deliverables:

- Bridge Project Initiation Request

8.4. Columbia River Gorge National Scenic Area (NSA) Permit (Task Completed 5/31/2020)

The project is located within the National Scenic Area (NSA) in Hood River and Klickitat counties where the new bridge will cross the Columbia River. The abutments of the proposed bridge are exempt from NSA regulations because they will be located within the Urban Areas of White Salmon and Hood River. The NSA designation on the river for both counties is “water” which is considered an Open Space designation. The jurisdiction, compliance standards, and process for the NSA permit(s) will be discussed with multiple agencies (cities, counties, Gorge Commission) through meetings with the Gorge Commission staff and Hood River County staff. Consultant will focus discussions on clarifying compliance standards that include visual resources, biological resources, recreational facilities, bridge design, and conceptual architectural treatments for the replacement bridge.

The Consultant will prepare a NSA compliance table outlining the NSA standards and the design and mitigation measures associated with the Preliminary Preferred Alternative to address those standards. This table will be included in the meeting notes.

Assumptions

- The project will require compliance with the Columbia River Gorge Management Plan and Article 75 of the Hood River County code.
- The pre-application memorandum will provide broad findings, and pose questions to help inform compliance with the CRGC Management Plan and Article 75 of the Hood River County code.
- Up to three (3) meetings with the Gorge Commission staff and Hood River County staff will be held; meetings will be up to two (2) hours in duration and held in White Salmon. Up to five (5) Consultant staff will attend each meeting, including PM, bridge lead, visual lead, biology lead, and NSA permit lead.

Deliverables

- Meeting notes
- NSA compliance table

8.5. U.S. Army Corp of Engineers Permits

8.5.1. Section 10/404 (Task Completed 5/31/2020)

Project activities will be located in the Columbia River, a water of the United States, and wetlands may be present within the project limits. The project will require an Individual Permit from USACE in accordance with Section 10 of the Rivers and Harbors Act (Section 10) as the Columbia is a navigable waterway and Section 404 of the Clean Water Act (Section 404) because the Columbia River is a water of the U.S. and fill is anticipated. The proposed bridge crosses the Columbia River and is located in Oregon and Washington in two US Army Corps of Engineers (USACE) districts with jurisdictions: the Portland District is responsible for the Oregon side of the Columbia River and the Seattle District is responsible for the Washington side. Because the larger portion of the project area is located in Oregon and the Portland District is responsible for navigation projects in the river, the USACE is likely to determine that the Portland District will be responsible for all USACE permitting. Because a permit decision by the USACE cannot be completed under after completion of the FEIS and the ROD (Task 5.13) and completion of more detailed design than currently covered by this scope, efforts under this task will not result in submittal of formal applications. However, because the USACE permit is critical to the design of the bridge for this effort the Consultant will develop a permitting strategy.

A 2-hour meeting attended by up to three (3) Consultant team members will be conducted with the USACE in Portland to discuss the project and Section 10/404 permit review. The meeting will be combined with the meeting to discuss Section 408 review (Task 8.5.2)

Assumptions:

- The Consultant will use the USACE-approved OHWM elevation (elevation to be determined through published literature/coordination with USACE) and the biological OHWM previously located by the Consultant in the permit documents (Task 5.4.2).
- A 2-hour meeting attended by up to three (3) Consultant team members will be conducted with the USACE in Portland to discuss the project and Section 10/404 permit review.

Deliverables:

- Meeting agendas and summary notes

8.5.2. Section 408

The Columbia River includes a federally authorized navigation channel that will be crossed by the proposed bridge. The authorized channel is 27 feet deep and through the project area is generally 300 feet wide. Section 14 of the Rivers and Harbors Appropriation Act of 1899, as amended, and codified in 33 USC 408 (Section 408) provides that the Secretary of the Army may grant permission to other entities for the permanent or temporary alteration or use of any USACE Civil Works project, including navigation projects. This requires a determination that the requested alteration is “not injurious to the public interest” and will not “affect the USACE project’s ability to meet its authorized purpose.” This means that USACE has the authority to review, evaluate, and approve all alterations, including crossings, that could impact the channel to make sure the alterations are not harmful to the public and that the civil works projects will still meet their intended purposes. Because a decision by the USACE cannot be finalized until after completion of the FEIS and the ROD (Task 5.13) and completion of more detailed design than currently covered by this scope, efforts under this task will not result in submittal of formal applications. However, because the Section 408 review and authorization is critical to the design of the bridge this effort will develop an initial written request for a Section 408 initiation pursuant to USACE Engineering Circular 1165-2-216.

Under the Section 408 process, the USACE will determine the technical data and analysis required for review based on the specific potential of the project itself to impair the USACE-managed resources. The Consultant will meet with staff of the USACE Portland District, including Section 408 coordination staff, for early consultation to identify potential issues and focus efforts. The 2-hour meeting at the Portland District offices will be used to confirm the USACE-managed resources that could be impacted by the project and the non-federal sponsors involved. Following the early consultation meeting, the Consultant will prepare a written request to initiate Section 408 that will include:

- Project description.
- A statement regarding the need for permitting under Sections 10 and 404.
- A statement regarding the use of federally owned real property or property owned by a non-federal sponsor.
- A written statement from the non-federal sponsor(s) (if applicable) indicating the sponsor is not opposed to the project's alteration of the Section 408 resource(s).
- Drawings, sketches, maps, and plans necessary to convey information about the project's relationship to Section 408 resources.

The USACE will review the request and coordinate with the Consultant on the documentation required to initiate the Section 408 review.

Following the submittal of the written request, the Consultant will monitor the review process, coordinate with the USACE, and address questions that are raised by the agency. The Consultant will review and summarize the documents and data required for the review and/or other information developed by the USACE, note any implications for the project or its delivery, and provide the summary to the Port.

USACE guidance indicates that the Regulatory and Navigation offices will coordinate throughout the review of the project. Therefore, the coordination with the USACE under Task 8.5.1 will include coordination in regard to Section 408 matters. This task includes a, 2-hour meetings attended by up to three (3) Consultant team members conducted with the USACE at the Portland District offices to discuss the project and Section 408 permit review.

Assumptions:

- This task will complete the initial request and will identify what will be necessary for further Section 408 review but will not complete the formal process nor result in a determination from the USACE on compliance with Section 408.
- Drawings, sketches, maps, and plans necessary for the initial request will be completed under other tasks and are adequate for submittal to the USACE.
- Technical data and studies that may be required by the USACE are not included in this scope and additional needs will be determined after submittal and review of the initial written request.
- The Port is assumed not to be a non-federal sponsor of the USACE-managed resources (i.e., the Columbia River navigation channel).
- The USACE will accept the NEPA documentation completed for the project with FHWA (or others) as lead agency. A decision regarding Section 408 will not be completed until the issuance of the Record of Decision.
- Funding for USACE review of the Section 408 review is not included.
- The USACE will not require a Type II independent external panel review process and a review plan is not included.
- Comments and questions from the USACE can be answered by available information or materials developed with the scope of work and additional technical data or analysis will not be needed and is not included.
- One, 2-hour meetings attended by up to three (3) Consultant team members will be conducted with the USACE at the Portland District offices to discuss the project and Section 408 permit review.
- Completion of the Section 408 review process and construction period services that may be required as part of the Section 408 review are not included.

Deliverables

- Meeting agendas and summary notes (2)

8.5.3. Section 404(b)(a) Alternatives Analysis - Reserved

8.6. Washington State Permits – Reserved

8.6.1. Washington State Department of Ecology – Section 401 Water Quality Certification – Reserved

8.6.2. Washington State Department of Fish and Wildlife Hydraulic Project Approval – Reserved

8.6.3. Department of Natural Resources – Aquatic Land Use Authorization/Easement – Reserved

8.6.4. Washington State Environmental Policy Act – Reserved

8.7. Oregon State Permits – Reserved

8.7.1. Department of State Lands – Removal/Fill Permit – Reserved

8.7.2. DSL Waterway Authorization – Reserved

8.7.3. DEQ Water Quality Certification – Reserved

8.7.4. NPDES Permit (Not included as Contractor will be responsible applicant) – Reserved

8.8. Washington Local Agency Permits (City of White Salmon) – Reserved

8.9. Oregon Local Agency Permits – Reserved

9. CONTRACT CONTINGENCY

9.1. 2019 Contingency

All work under Task 6.3 (labor and direct expenses), except budget spent through September 30, 2019 is transferred to a contingency task; associated budget is similarly transferred to Task 9.1. This contingency sets aside budget that can be reallocated to subsequent geotechnical work conducted in 2020-21 or other project tasks as directed by the Port. Use of this contingency task requires subsequent written or email authorization by the Port before such work commences.

This contingency task has a budget of \$387,989 (original budget \$393,988 minus spent budget of \$5,999).

9.2. Reallocation – March 11, 2020

The Port authorized a contingency release to fund additional work in Tasks 5.5 and 5.6.

9.3. Reallocation – June 9, 2020

The Port authorized a contingency release to fund additional work in Task 5.6.

9.4. 2020 Contingency Release

Additional work in Tasks 1.1, 5.6, 5.9, 5.11, and 6.3 are funded through contingency releases. Task budget reductions in Tasks 2.9 and 6.8 are added to the contingency balance.

10. GEOTECHNICAL INVESTIGATIONS – OPTIONAL

10.1. Geotechnical Exploration – Optional

Geotechnical exploration and testing activities under this subtask consist of the following: drilling borings using a truck mounted rig secured on a barge that is mobilized to the drill site for over-water explorations; drilling borings from a truck mounted rig, or similar, for on-land explorations; and performance of in-situ soil and rock testing.

Prepare a Geotechnical Exploration Work Plan (Work Plan) that describes the anticipated field activities, including drilling and sampling procedures, planned performance schedule, anticipated equipment, and best management

practices (BMPs). Submit a draft Work Plan for review and prepare a final Work Plan that addresses all review comments.

Execute the geotechnical exploration in accordance with the approved Work Plan.

Assume responsibility for collecting, securing and disposing of drilling-derived waste (i.e. soil cuttings, rock cuttings, drilling fluid, ground water) in accordance with applicable standards and BMPs outlined in the approved Work Plan.

At the project site, the regulated in-water work window (IWWW) for the Columbia River is November 15 to March 15.

Assumptions:

- Notice to Proceed. If a permit allowing the extension of the IWWW is not granted, the project schedule dictates that the design will proceed without additional, site-specific geotechnical exploration and testing data.
- There are no restrictions on allowable work hours.
- In-water work permits will be secured by the project team.
- Soil can be drilled with mud-rotary drilling equipment.
- Rock can be cored with wireline coring equipment.
- Nine (9) holes will be drilled within the Ordinary Highway Water zone.
- Two (2) holes will be drilled on land (one in Oregon and one in Washington)¹.
- Explorations may encounter up to 100 feet of soil (alluvium or fill) overlying bedrock.
- In-situ testing of the soil will consist of Standard Penetration Testing conducted at 5- to 10-foot intervals.
- Rock core will be extracted using Size HQ core barrel.
- Survey coordinates of drill sites will be based on hand-held GPS coordinates.
- Drilling-derived waste (soil cuttings, rock cuttings, drilling fluid, groundwater) is clean and will be disposed of as clean material.
- Base mapping and topographic/bathymetric data will be provided for incorporation in the geotechnical data report.

Deliverables:

- Draft Geotechnical Exploration Work Plan
- Final Geotechnical Exploration Work Plan

10.2. Laboratory Testing – Optional

Conduct laboratory testing on selected samples obtained from the geotechnical exploration to calibrate and/or modify field classifications and summarize tested engineering properties.

Assumptions:

- Up to 55 moisture content tests will be conducted
- Up to 25 moisture-density tests will be conducted
- Up to 25 sieve analysis tests will be conducted
- Up to 45 Atterberg Limits tests will be conducted
- Up to 45 fines content tests will be conducted

¹ Consultant assumes that access is not permitted for the proposed Bent 14 exploration (B-7). This results in a total of eleven (11) explorations, not twelve (12).

- Up to 15 unconfined compression tests on rock core will be conducted
- Up to 10 cerchar abrasivity tests on rock core will be conducted
- Up to 10 Brazilian tensile tests on rock core will be conducted.

Deliverables:

- Laboratory testing results

10.3. Geotechnical Data Report – Optional

Prepare a Geotechnical Data Report (GDR) that contains the findings of the geotechnical exploration and testing program.

Submit a draft GDR for review and prepare a final GDR that addresses all review comments. The final GDR shall be sealed by a licensed geotechnical engineer registered in both Washington and Oregon.

Assumptions:

- Base mapping and topographic/bathymetric data will be provided for incorporation in the GDR.

Deliverables:

- Draft Geotechnical Data Report
- Final Geotechnical Data Report

10.4. Foundation Recommendations – Optional

Conduct a desk study of existing information on the geology and foundations adjacent to the bridge site.

This study will include as-constructed plans of the existing bridge (including rehabilitation and/or modifications that have occurred since original construction), bridge inspection and maintenance reports (as available), and geotechnical information from the 2011 Bridge TSL Study. It will also include a review of historic photographs and other historic documents from the Oregon Historical Society.

Coalesce the existing information with the data collected from Task 10.3.

Validate the following to the degree commensurate with the amount and nature of geotechnical data gathered:

- Geotechnical aspects of the seismic design criteria for the Hood River Bridge main span and approach spans.
- Geotechnical and seismic hazards for the project, including ground shaking, liquefaction, fault rupture, and landslides.
- Feasible foundation types for the Hood River Bridge main span and approach spans.
- Estimates of axial and lateral capacity for each foundation type.
- Simplified ground responses and soil structure interaction characteristics for each foundation type considered.
- Estimates of ground deformation, both due to potential consolidation settlements and seismic deformations, at the abutment fills and anticipated bent locations.
- As warranted, provide mitigation alternatives for geotechnical and seismic hazards.

Develop quantity estimates pertaining to the foundations for the main span and approach span structures.

Deliverables:

- Foundation Recommendations Technical Memorandum

Figure 1. Survey Limits for Task 6.2



Attachment A. Revised Scope and Deliverables for Task 8.3.1 Navigation Study. (Task Completed 5/31/2020)



Task 8.3 US Coast Guard Permit

Consultant will prepare a Navigation Impact Report pursuant to Appendix A of the USCG Bridge Permit Application Guide (COMMANDANT PUBLICATION P16591.3D). The Navigation Impact Report is necessary to obtain a Preliminary Navigational Clearance Determination from the USCG which will provide a level of certainty to the navigational clearance for the project. The Navigation Impact Report will be prepared in coordination with the USCG and USACE.

Task 8.3.1 Navigation Impact Report - \$95,813

Task 8.3.1.1 Agency Coordination - \$3,378

The USCG guidance specifies that prior to preparing a Navigation Impact Report that the USCG should be contacted to confirm the data required. In this task the Consultant will prepare an outline of the Navigation Impact Report including details on what data will be acquired and/or used for each specific element of the report consistent with the assumed level of effort identified in this overall task. The Consultant will provide the outline for review and approval to the Port and then to the USCG for review. The Consultant will attend an up to 2-hour teleconference with the USCG to review the outline and gain feedback on any changes that should be made.

In addition, to gain guidance and input on navigation issues that should be addressed in the Navigation Impact Report, the Consultant will conduct teleconferences with the Sector Columbia River USCG Columbia River Captain of the Port and Marine Safety Unit to explain the project and receive initial feedback on contents.

Assumptions

- The Port will provide one set of comments on the outline.
- The USCG will not have significant changes to the outline.
- The USCG will work with the Consultant and the Port to publish appropriate notices to alert the navigation community and gain initial feedback on items that need to be addressed.

Deliverables

- Draft and Final Navigation Impact Report Outline and Methodology
- Summary meeting notes

8.3.1.2 Governing bridges, aerial structure data collection and reporting - \$6,883

The Consultant will review published data on the Columbia River system to identify and present the governing bridge(s) and aerial structure(s) on the waterway and document findings for the Navigation Impact Report. A table will be developed that includes all bridges and other limitations on clearance (i.e. overhead powers lines, lock structures) both upstream (assumed to be the railroad bridge at Celilo and downstream of the proposed bridge site (assumed to be the Bridge of the Gods at Cascade Locks) and the existing horizontal and vertical clearances to determine the existing minimum horizontal and vertical clearances (including overhead transmission line clearances) of the waterway. The proposed bridge will be evaluated in this context to determine whether the proposed bridge opening will be a controlling factor on horizontal or vertical clearance in the waterway.



Assumptions

- Information will be obtained by published sources. No surveys will be conducted to confirm clearances.

Section 8.3.1.3 Waterway Characteristics - \$6,868

This section of the Navigation Impact Report will address the waterway characteristics including currents, waterway velocity, water direction, and velocity fluctuations (seasonal, daily, hourly, etc.), that might affect navigation. This will include the following river characteristics; layout and geometry, width, depth, fluctuations in flows and water depth, channel and river alignment and other limiting factors within approximately ½ mile of the proposed bridge location. The Consultant will review available public information and information prepared for the project under other tasks (i.e. surveys) to complete this section of the Navigation Impact Report.

Assumptions

- Information will be obtained by published sources. No surveys will be conducted to confirm clearances.

Section 8.3.1.4 Federal Navigation Project - \$6,811

The USACE maintains and operates the federally authorized Columbia River – Vancouver to The Dalles navigation project which includes the section of the river that is the location of the proposed bridge. This section of the Navigation Impact Report will describe the Columbia River – Vancouver to The Dalles navigation project including downstream/upstream milepoints, depth, type of project, scope, status of project and other limiting factors. It will include whether a “design vessel” was used in planning the channel and if so details including whether the design vessel reviewed by the Coast Guard and the design vessel length, beam, draft and height of highest fixed point above the waterline.

Assumptions:

- The USACE and legislative authorization will be the primary source of data for this section

Section 8.3.1.5 Vessel Use - \$20,488

This section of the Navigation Impact Report will identify and characterize the current use of the waterway at the bridge location for vessels. Vessel use for each of the following categories will be addressed:

- Emergency, National Defense and Maintenance Activities – This includes vessels engaged in emergency activities (law enforcement, fire, rescue and other emergency response activities), national defense activities (USCG operations, U.S. Navy Puget Sound Naval Shipyard nuclear reactor transports to Hanford) and channel maintenance activities (USCG buoy tenders, USACE channel survey and dredging vessels).
- Recreation – This includes motor and sail vessels that transit the area for recreation purposes
- Commercial navigation and cargo vessels – This includes, tugs, barges, ships, cruise vessels, and marine contractor vessels

Bridge logs from the past 25 years will be reviewed and tabulated to identify and describe all vessels in the above categories that transited the bridge and required a bridge lift. For each vessel that required a lift the following information will be obtained:



- a. Name, registration/documentation numbers, owner contact information and primary mooring location;
- b. Vessel type, overall length, beam, draft and maximum air draft;
- c. Safety margin required when navigating the bridge opening including desired air gap;
- d. Transit frequencies, speeds and load configurations;
- e. Any specialized needs such as limited maneuverability or need for tug assist; and
- f. Plans for future operations;

This data will be obtained from available sources (if data is verifiable) and confirmed through contact with the vessel owner/operator to determine if the information remains accurate or has changed. If no data is available a River User Data Sheet will be provided to the vessel owner/operator to obtain the necessary information. Recreational vessels will be determined through bridge lifts and by contacting the marinas in Cascade Locks, Hood River and The Dalles to identify current vessels and vessel characteristics that could be impacted by the new bridge.

In addition, the Consultant will identify and contact the USCG, USACE, US Navy, marine contractors, tug services, cruise operators and other users of the waterway that could transit the proposed bridge location to identify whether additional or different vessels will need to transit the new bridge location for anticipated activities (i.e. major maintenance activities). It is not anticipated that formal survey of vessels will be needed to confirm vessel information.

Assumptions

- The Consultant will work with the USCG to publish notice in USCG and commercial publication to seek input on vessel use and future plans.
- Recreational marinas contacted will include Hood River, The Dalles and Cascade Locks.
- Activities above the railroad bridge at Celilo and below Bonneville Dam/Cascade Locks will not generally be considered.
- Not more than 50 vessels will require review and documentation.

Section 8.3.1.6 Commercial Cargo Movement - \$13,382

This section will document annual cargo movements (cargo types and quantities) that transit the river at the proposed bridge. Publicly available data will be used to identify and quantify the type and volume of cargo shipped on the river. This section will also address existing, proposed and planned activity up and downriver of the bridge site that could affect the type and volume of cargo utilizing the river and whether the proposed bridge opening would restrict future movements.

This section will document the foreseeable needs to future navigation, including input from waterway dependent facilities concerning future use, land use and zoning and other state, local or regional planning efforts, future vessel size and traffic trends, facilities and port based business plans. Marine facilities located within a 3-mile radius of the proposed project (public boat ramps, marinas or major docking facilities, boat repair facilities, etc) will be identified and evaluated to determine if the proposed bridge will block access of any vessel presently using local service facilities (i.e., repair shops, parts distributors, fuel stations).

Assumptions



- The Consultant will work with the USCG to publish notice in USCG and commercial publication to seek input on vessel use and future plans.
- Activities above the railroad bridge at Celilo and below Cascade Locks/Bonneville Dam will not generally be considered.
- Public Ports with access to the Columbia River with existing and potential navigation use in this section of the river will be contacted by phone and/or email/mail.
- Owners of industrial and/or port properties with access to the Columbia River will be contacted by phone and or email/mail.
- The locks at existing Columbia River dams present a significant controlling factor on vessel characteristics and will be a primary limiting factor discussed in this section.

Section 8.3.1.7 Impact Assessment - \$19,693

Based upon the information collected regarding waterway usage, bridge openings and the proposed bridge clearances an assessment of the impacts of the proposed bridge on the existing and future waterway usage will be completed. Impacts will consider the ability of vessels to transit the proposed bridge opening without modification to the vessels, if vessel height can be modified temporarily to make the transit (i.e. lowering antennas), if vessels can be modified permanently and who will make and pay for the modification, the percentage and type of transits that would be restricted and whether the bridge will affect the ability to conduct mission essential functions (for national defense and emergency operations).

For recreational vessels, impacts will consider the estimated percentage of the recreational fleet that may be affected by the proposed bridge through the inability to transit the opening or modify vessel height and whether the bridge will eliminate the access of these vessels to existing or planned commercial, water-oriented facilities (i.e., restaurants, shops, recreational areas, marinas, etc.) in the vicinity of the proposed bridge(s).

If a vessel will be impacted details of the vessel will be described consistent with the information collected in Task 8.3.1.5 above.

If the proposed bridge will impact vessel access to any facilities, the impact assessment will consider whether any of these facilities are considered critical infrastructure, key resources, or important/unique U.S. industrial capability (i.e., are these facilities unique or one of only a few of the type in the area) and whether the proposed clearances negatively affect those facilities and their customers. If access is limited and impacts occur the economic impact of loss of access will be considered along with whether an alternative is available (including details).

The bridge will be located within one-half mile of a bend in the waterway. The bend will be described and an assessment made to determine if there is sufficient distance between the bridge(s) and the bend to allow proper vessel alignment for the safe, efficient passage of vessels through the proposed bridge. In addition, the presence of docks, anchorage areas, and other similar facilities located within one-half mile of the proposed bridge will be evaluated to determine if the bridge would create hazardous passage through the proposed structure or use of these areas.

Local hydraulic conditions (i.e., wave chop, cross currents, shoals, etc.), atmospheric conditions (i.e., strong, prevailing winds, etc.) and manmade conditions will be evaluated to determine if they will increase the hazard of passage through the proposed bridge. Conditions will be described as well as any needed



mitigation measures that are necessary and why. The primary source of information will be vessel operators and the USCG including incident reports on the existing bridge.

Guidance clearances published by the USCG will be evaluated. The proposed bridge opening is less than the published guide clearances. The specific guide clearances will be discussed and the factors justifying deviation from these guide clearances. Impacts on the Columbia River – Vancouver to the Dalles federal navigation project will be evaluated. Factors will include whether the bridge provide the horizontal and vertical clearances necessary for the safe, efficient passage of the vessel for which the navigation project was designed. If the bridge would restrict passage, consideration will be given to whether there are feasible modifications to the vessel that can be completed in considering of costs of constructing and operation. Consideration will also be given to projected changes in waterway usage based upon anticipated waterway improvement projects and whether the USACE can continue to transit the bridge in the Federal project channel.

Impacts to navigation during construction will also be assessed. This will include the period when two structures are in place, construction techniques, the presence of construction craft, and the necessary formwork or other construction features that may result in reduced clearances during construction.

The Hood River Marina is considered a harbor of refuge for small craft. The effects of the bridge on access to the marina will be considered. If impacts are anticipated they will be described and mitigation identified if appropriate.

Assumptions

- There are no alternate routes available and none will not be considered in the impact assessment.
- It is not anticipated that significant numbers of vessels will be impacted by the proposed bridge such that economic effects would result and an analysis of economic impacts, which is not included.

Task 8.3.1.8 Draft and Final Navigation Impact Report - \$18,310

The technical efforts identified in Tasks 8.3.1.1 through 8.3.1.7 will be compiled into a single Navigation Impact Report including appropriate graphics. A draft version will be completed for review by the Port. A second draft will be prepared based on Port comments for submittal and review by the USACE and USCG. A final version will be prepared based on USACE and USCG input for final submittal.

Assumptions

- The Navigation Impact Report will be provided electronically for all drafts.
- Comments from the Port, USCG and USACE will be predominately editorial in nature or related to the impact assessment and will not result in the need for additional data collection to address.

Deliverables.

- Port Draft, Agency Draft and Final Navigation Impact Report

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		(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)
		Amendment 2	Contingency Authorization 3/11/2020	Contingency Authorization 6/09/2020	Total Budget	Spent thru 5/31/2020	Budget Remaining	Cost for Additional or Reduced Work	Revised Budget (Amendment 3)	Reallocatio
					(a+b+c)		(d-e)		(d+g)	(h-d)
0	Direct Expenses	\$42,406.93	(\$4,083.11)	\$0.00	\$38,323.82	\$30,019.82	\$8,304.00	(\$5,768.00)	\$32,555.82	(\$5,768.00)
1.DE	Direct Expenses	\$5,023.18	\$0.00	\$0.00	\$5,023.18	\$360.46	\$4,662.72	(\$5,000.00)	\$23.18	(\$5,000.00)
2.DE	Direct Expenses	\$13,160.64	\$0.00	\$0.00	\$13,160.64	\$6,062.75	\$7,097.89	(\$992.00)	\$12,168.64	(\$992.00)
3.DE	Direct Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4.DE	Direct Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5.DE	Direct Expenses	\$10,306.11	(\$4,083.11)	\$0.00	\$6,223.00	\$8,236.90	(\$2,013.90)	\$0.00	\$6,223.00	\$0.00
6.DE	Direct Expenses	\$13,685.00	\$0.00	\$0.00	\$13,685.00	\$13,020.75	\$664.25	\$224.00	\$13,909.00	\$224.00
7.DE	Direct Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$2,040.00	(\$2,040.00)	\$0.00	\$0.00	\$0.00
8.DE	Direct Expenses	\$232.00	\$0.00	\$0.00	\$232.00	\$298.96	(\$66.96)	\$0.00	\$232.00	\$0.00
9.DE	Direct Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1	PROJECT MANAGEMENT	\$432,561.10	\$0.00	\$0.00	\$432,561.10	\$316,486.29	\$116,074.81	\$61,149.00	\$493,710.10	\$61,149.00
1.1	Project Management and Coordination	\$330,252.80	\$0.00	\$0.00	\$330,252.80	\$253,261.81	\$76,990.99	\$71,950.00	\$402,202.80	\$71,950.00
1.2	Client Progress Meetings	\$63,630.71	\$0.00	\$0.00	\$63,630.71	\$43,676.06	\$19,954.65	(\$6,999.00)	\$56,631.71	(\$6,999.00)
1.3	Consultant Team Coordination Meetings	\$28,749.78	\$0.00	\$0.00	\$28,749.78	\$15,101.10	\$13,648.68	(\$6,999.00)	\$21,750.78	(\$6,999.00)
1.4	Change Control	\$8,152.68	\$0.00	\$0.00	\$8,152.68	\$3,892.31	\$4,260.37	\$3,994.00	\$12,146.68	\$3,994.00
1.5	Risk Management	\$1,775.13	\$0.00	\$0.00	\$1,775.13	\$555.01	\$1,220.12	(\$797.00)	\$978.13	(\$797.00)
2	Public involvement	\$256,595.91	\$0.00	\$0.00	\$256,595.91	\$143,774.55	\$112,821.36	(\$12,486.00)	\$244,109.91	(\$12,486.00)
2.1	Public Involvement Plan and Task Coordination	\$39,798.97	\$0.00	\$0.00	\$39,798.97	\$22,915.32	\$16,883.65	\$0.00	\$39,798.97	\$0.00
2.2	Stakeholder Interviews	\$18,619.47	\$0.00	\$0.00	\$18,619.47	\$18,619.47	\$0.00	\$0.00	\$18,619.47	\$0.00
2.3	Media Releases, Fact Sheets, and eNewsletters	\$16,168.57	\$0.00	\$0.00	\$16,168.57	\$6,856.21	\$9,312.36	\$0.00	\$16,168.57	\$0.00
2.4	Social Media, Digital Ads and Videos	\$6,049.22	\$0.00	\$0.00	\$6,049.22	\$2,493.22	\$3,556.00	\$0.00	\$6,049.22	\$0.00
2.5	Project Website Support	\$16,262.88	\$0.00	\$0.00	\$16,262.88	\$7,770.46	\$8,492.42	\$0.00	\$16,262.88	\$0.00
2.6	Bridge Replacement Advisory Committee	\$53,745.92	\$0.00	\$0.00	\$53,745.92	\$23,483.67	\$30,262.25	(\$6,577.00)	\$47,168.92	(\$6,577.00)
2.7	Stakeholder Working Groups	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2.8	Public Open Houses	\$56,759.44	\$0.00	\$0.00	\$56,759.44	\$24,372.44	\$32,387.00	\$0.00	\$56,759.44	\$0.00
2.9	Public Comments	\$8,339.58	\$0.00	\$0.00	\$8,339.58	\$1,287.69	\$7,051.89	(\$3,999.00)	\$4,340.58	(\$3,999.00)
2.10	Community Outreach Events	\$16,951.93	\$0.00	\$0.00	\$16,951.93	\$18,651.79	(\$1,699.86)	\$0.00	\$16,951.93	\$0.00
2.11	Environmental Justice	\$13,644.74	\$0.00	\$0.00	\$13,644.74	\$11,348.19	\$2,296.55	\$0.00	\$13,644.74	\$0.00
2.12	Status Reports	\$10,255.19	\$0.00	\$0.00	\$10,255.19	\$5,976.09	\$4,279.10	(\$1,910.00)	\$8,345.19	(\$1,910.00)
3	Project Delivery Coordination	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4	Tolling/Revenue Coordination	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5	Environmental	\$1,250,249.74	\$107,007.43	\$44,218.00	\$1,401,475.17	\$950,735.62	\$450,739.55	\$193,974.00	\$1,595,449.17	\$193,974.00
5.1	Environmental Study Plan and Coordination	\$71,938.97	\$0.00	\$0.00	\$71,938.97	\$39,888.36	\$32,050.61	\$0.00	\$71,938.97	\$0.00
5.2	Agency Coordination	\$120,305.24	\$0.00	\$0.00	\$120,305.24	\$98,383.90	\$21,921.34	\$0.00	\$120,305.24	\$0.00
5.3	Methodology Memoranda	\$27,931.63	\$0.00	\$0.00	\$27,931.63	\$27,931.63	\$0.00	\$0.00	\$27,931.63	\$0.00
5.4	Technical Report, Technical Memorandum, and Study Updates	\$356,870.93	\$0.00	\$0.00	\$356,870.93	\$372,837.69	(\$15,966.76)	\$52,357.00	\$409,227.93	\$52,357.00
5.4.1	Air Quality	\$16,620.72	\$0.00	\$0.00	\$16,620.72	\$14,709.59	\$1,911.13	\$2,247.00	\$18,867.72	\$2,247.00

		(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)
		Amendment 2	Contingency Authorization 3/11/2020	Contingency Authorization 6/09/2020	Total Budget	Spent thru 5/31/2020	Budget Remaining	Cost for Additional or Reduced Work	Revised Budget (Amendment 3)	Reallocation
					(a+b+c)		(d-e)		(d+g)	(h-d)
5.4.2	Energy and Greenhouse Gases	\$15,285.45	\$0.00	\$0.00	\$15,285.45	\$15,128.72	\$156.73	\$2,247.00	\$17,532.45	\$2,247.00
5.4.3	Fish and Wildlife Technical Report	\$19,884.89	\$0.00	\$0.00	\$19,884.89	\$21,105.08	(\$1,220.19)	\$3,853.00	\$23,737.89	\$3,853.00
5.4.4	Geology and Soils	\$10,187.12	\$0.00	\$0.00	\$10,187.12	\$9,816.49	\$370.63	\$2,139.00	\$12,326.12	\$2,139.00
5.4.5	Hazardous Materials	\$21,433.60	\$0.00	\$0.00	\$21,433.60	\$20,571.25	\$862.35	\$2,851.00	\$24,284.60	\$2,851.00
5.4.6	Land Use	\$36,190.33	\$0.00	\$0.00	\$36,190.33	\$39,588.69	(\$3,398.36)	\$6,003.00	\$42,193.33	\$6,003.00
5.4.7	Noise	\$29,316.59	\$0.00	\$0.00	\$29,316.59	\$39,758.98	(\$10,442.39)	\$6,765.00	\$36,081.59	\$6,765.00
5.4.8	Social and Economic	\$61,691.81	\$0.00	\$0.00	\$61,691.81	\$64,011.10	(\$2,319.29)	\$7,663.00	\$69,354.81	\$7,663.00
5.4.9	Traffic	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5.4.10	Vegetation and Wetlands	\$42,569.72	\$0.00	\$0.00	\$42,569.72	\$45,004.96	(\$2,435.24)	\$6,405.00	\$48,974.72	\$6,405.00
5.4.11	Visual	\$50,090.66	\$0.00	\$0.00	\$50,090.66	\$47,575.93	\$2,514.73	\$3,330.00	\$53,420.66	\$3,330.00
5.4.12	Waterways and Water Quality	\$14,380.11	\$0.00	\$0.00	\$14,380.11	\$13,586.58	\$793.53	\$2,851.00	\$17,231.11	\$2,851.00
5.4.13	Cumulative Impacts Technical Report	\$39,219.93	\$0.00	\$0.00	\$39,219.93	\$41,980.32	(\$2,760.39)	\$6,003.00	\$45,222.93	\$6,003.00
5.5	ESA Section 7 Compliance	\$37,567.72	\$83,924.33	\$0.00	\$121,492.05	\$85,448.55	\$36,043.50	\$0.00	\$121,492.05	\$0.00
5.6	Cultural / NHPA Section 106 Compliance	\$152,979.47	\$32,825.10	\$44,218.00	\$230,022.57	\$143,511.17	\$86,511.40	\$67,145.00	\$297,167.57	\$67,145.00
5.7	Section 4(f)/Section 6(f)	\$29,852.80	\$0.00	\$0.00	\$29,852.80	\$15,541.80	\$14,311.00	\$0.00	\$29,852.80	\$0.00
5.8	Draft EIS Re-Evaluation	\$38,095.30	\$0.00	\$0.00	\$38,095.30	\$38,095.30	\$0.00	\$0.00	\$38,095.30	\$0.00
5.9	Supplemental Draft EIS	\$176,167.68	(\$1,075.00)	\$0.00	\$175,092.68	\$129,097.22	\$45,995.46	\$53,644.00	\$228,736.68	\$53,644.00
5.10	Responses to Comments on the 2003 Draft EIS and Supplemental DEIS	\$76,192.00	(\$539.00)	\$0.00	\$75,653.00	\$0.00	\$75,653.00	\$0.00	\$75,653.00	\$0.00
5.11	Mitigation Plan	\$33,434.00	(\$7,589.00)	\$0.00	\$25,845.00	\$0.00	\$25,845.00	\$20,828.00	\$46,673.00	\$20,828.00
5.12	Final EIS	\$93,036.00	(\$539.00)	\$0.00	\$92,497.00	\$0.00	\$92,497.00	\$0.00	\$92,497.00	\$0.00
5.13	Record of Decision, Notice of Availability, and Statute of Limitations	\$29,562.00	\$0.00	\$0.00	\$29,562.00	\$0.00	\$29,562.00	\$0.00	\$29,562.00	\$0.00
5.14	Administrative Record	\$6,316.00	\$0.00	\$0.00	\$6,316.00	\$0.00	\$6,316.00	\$0.00	\$6,316.00	\$0.00
6	Engineering	\$496,229.60	\$0.00	\$0.00	\$496,229.60	\$368,028.21	\$128,201.39	(\$29,379.00)	\$466,850.60	(\$29,379.00)
6.1	Engineering Coordination	\$125,749.84	\$0.00	\$0.00	\$125,749.84	\$91,767.74	\$33,982.10	(\$9,459.00)	\$116,290.84	(\$9,459.00)
6.2	Land Survey	\$14,012.50	\$0.00	\$0.00	\$14,012.50	\$14,012.50	\$0.00	\$0.00	\$14,012.50	\$0.00
6.3	Geotechnical	\$5,998.96	\$0.00	\$0.00	\$5,998.96	\$5,560.32	\$438.64	\$10,327.00	\$16,325.96	\$10,327.00
6.4	Hydraulics	\$25,128.28	\$0.00	\$0.00	\$25,128.28	\$25,495.26	(\$366.98)	\$0.00	\$25,128.28	\$0.00
6.5	Civil	\$151,962.76	\$0.00	\$0.00	\$151,962.76	\$110,079.50	\$41,883.26	(\$25,246.00)	\$126,716.76	(\$25,246.00)
6.5.1	Roadway Geometry	\$125,517.04	\$0.00	\$0.00	\$125,517.04	\$79,315.22	\$46,201.82	(\$40,427.00)	\$85,090.04	(\$40,427.00)
6.5.2	Traffic Control	\$6,059.88	\$0.00	\$0.00	\$6,059.88	\$6,059.88	\$0.00	\$0.00	\$6,059.88	\$0.00
6.5.3	Erosion Control	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6.5.4	Storm Water	\$20,385.84	\$0.00	\$0.00	\$20,385.84	\$24,704.40	(\$4,318.56)	\$15,181.00	\$35,566.84	\$15,181.00
6.6	Bridge	\$78,450.19	\$0.00	\$0.00	\$78,450.19	\$71,570.59	\$6,879.60	\$0.00	\$78,450.19	\$0.00
6.7	Wind Analysis	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6.8	Architecture and Simulations	\$62,941.39	\$0.00	\$0.00	\$62,941.39	\$48,881.62	\$14,059.77	(\$5,001.00)	\$57,940.39	(\$5,001.00)
6.9	Cost Estimating	\$31,985.68	\$0.00	\$0.00	\$31,985.68	\$660.68	\$31,325.00	\$0.00	\$31,985.68	\$0.00

Exhibit B: Consultant Compensation

	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	
	Amendment 2	Contingency Authorization 3/11/2020	Contingency Authorization 6/09/2020	Total Budget	Spent thru 5/31/2020	Budget Remaining	Cost for Additional or Reduced Work	Revised Budget (Amendment 3)	Reallocation	
				(a+b+c)		(d-e)		(d+g)	(h-d)	
7	Transportation	\$129,277.02	\$0.00	\$0.00	\$129,277.02	\$129,168.35	\$108.67	\$0.00	\$129,277.02	\$0.00
8	Permit Assistance	\$152,690.70	\$0.00	\$0.00	\$152,690.70	\$147,633.56	\$5,057.14	\$1,870.00	\$154,560.70	\$1,870.00
8.1	Permit Plan and Coordination	\$31,091.25	\$0.00	\$0.00	\$31,091.25	\$28,579.71	\$2,511.54	\$1,870.00	\$32,961.25	\$1,870.00
8.2	In-water Permits for Geotechnical Investigations	\$17,143.38	\$0.00	\$0.00	\$17,143.38	\$18,074.46	(\$931.08)	\$2,000.00	\$19,143.38	\$2,000.00
8.3	US Coast Guard Permit	\$80,575.90	\$0.00	\$0.00	\$80,575.90	\$72,665.38	\$7,910.52	(\$7,910.00)	\$72,665.90	(\$7,910.00)
8.4	Columbia River Gorge National Scenic Area (NSA) Permit	\$20,356.46	\$0.00	\$0.00	\$20,356.46	\$20,357.53	(\$1.07)	\$0.00	\$20,356.46	\$0.00
8.5	U.S. Army Corp of Engineers Permits	\$3,523.71	\$0.00	\$0.00	\$3,523.71	\$7,956.48	(\$4,432.77)	\$5,910.00	\$9,433.71	\$5,910.00
8.6	Washington State Permits – Reserved	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8.7	Oregon State Permits – Reserved	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8.8	Washington Local Agency Permits (City of White Salmon)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8.9	Oregon Local Agency Permits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9	Contract Contingency	\$387,989.00	(\$102,924.32)	(\$44,218.00)	\$240,846.68	\$0.00	\$240,846.68	(\$209,360.00)	\$31,486.68	(\$209,360.00)
9.1	2019 Contingency	\$387,989.00	\$0.00	\$0.00	\$387,989.00	\$0.00	\$387,989.00	\$0.00	\$387,989.00	\$0.00
9.2	2020-03-11 Contingency Release (Tasks 5.5, 5.6)	\$0.00	(\$102,924.32)	\$0.00	(\$102,924.32)	\$0.00	(\$102,924.32)	\$0.00	(\$102,924.32)	\$0.00
9.3	2020-06-09 Contingency Release (Task 5.6)	\$0.00	\$0.00	(\$44,218.00)	(\$44,218.00)	\$0.00	(\$44,218.00)	\$0.00	(\$44,218.00)	\$0.00
9.4	2020 CTC Contingency Release	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$209,360.00)	(\$209,360.00)	(\$209,360.00)
9.4.1	Historic Resources (Residences) FOEs (Task 5.6)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$4,363.00)	(\$4,363.00)	(\$4,363.00)
9.4.2	MOA & Mitigation Plan for Bridge (Task 5.11)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$22,998.60)	(\$22,998.60)	(\$22,998.60)
9.4.3	Historic Res (RR, TFAS) DOEs/FOEs (Task 5.6)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$26,062.40)	(\$26,062.40)	(\$26,062.40)
9.4.4	Archaeological DOE, FOE, Reporting (Task 5.6)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$27,109.00)	(\$27,109.00)	(\$27,109.00)
9.4.5	Geotechnical Support (Task 6.3)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$10,335.00)	(\$10,335.00)	(\$10,335.00)
9.4.6	SDEIS Additional Draft (Task 5.9)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$53,764.00)	(\$53,764.00)	(\$53,764.00)
9.4.7	Additional 6 mos Project Mgt (Task 1.1)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$73,728.00)	(\$73,728.00)	(\$73,728.00)
9.4.8	Negotiated Budget Reductions (Tasks 2.9 and 6.8)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,000.00	\$9,000.00	\$9,000.00
Task Totals - 1-9		\$3,148,000.00	\$0.00	\$0.00	\$3,148,000.00	\$2,085,846.40	\$1,062,153.60	\$0.00	\$3,148,000.00	\$0.00
10	Geotechnical Borings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$704,201.00	\$704,201.00	\$704,201.00
10.1	Geotechnical Exploration	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$110,671.00	\$110,671.00	\$110,671.00
10.2	Laboratory Testing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,224.00	\$7,224.00	\$7,224.00
10.3	Geotechnical Data Report	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,840.00	\$26,840.00	\$26,840.00
10.4	Foundation Recommendations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$102,717.00	\$102,717.00	\$102,717.00
10.DE	Direct Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$456,749.00	\$456,749.00	\$456,749.00
Task Totals - 1-10		\$3,148,000.00	\$0.00	\$0.00	\$3,148,000.00	\$2,085,846.40	\$1,062,153.60	\$704,201.00	\$3,852,201.00	\$704,201.00

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HOOD RIVER BRIDGE REPLACEMENT PROJECT

PROJECT ROLE	KEY PERSONS
PROJECT MANAGER	Angela Findley, WSP
ENVIRONMENTAL STUDIES LEAD	Scott Polzin, WSP
ENGINEERING LEAD	Stuart Bennion, WSP
PERMIT ASSISTANCE LEAD	Brian Carrico, WSP
PUBLIC INVOLVEMENT LEAD	Anne Presentin, WSP

Hood River Bridge Replacement Project

Billing Rate Sheet

WSP USA Inc.

Employee Name	Employee Title	Billing Rate 2018	Billing Rate 2019	Billing Rate 2020	Billing Rate 2021
Angela Findley	Sr Planning Manager	\$201.31	\$236.74	\$245.03	\$253.61
Scott Polzin	Sr Planning Manager	\$190.23	\$196.89	\$222.91	\$230.71
Stuart Bennion	Sr Supv Engineer			\$244.66	\$253.22
Mat Dolata	Supv Engineer	\$176.63	\$182.81	\$189.21	\$195.83
Anne Pressentin	Sr Planning Manager			\$228.96	\$236.97

	Classification (Max Rate)	Max Billing Rate 2018	Max Billing Rate 2019	Max Billing Rate 2020	Max Billing Rate 2021
	Office Asst I	\$71.78	\$74.29	\$76.89	\$79.58
	Office Asst II	\$83.21	\$86.12	\$89.13	\$92.25
	Sr Office Asst	\$97.28	\$100.68	\$104.20	\$107.85
	Sr Project Accountant	\$162.12	\$167.79	\$173.66	\$179.74
	Supv Project Accountant	\$191.98	\$198.70	\$205.65	\$212.85
	Asst Engineer	\$97.28	\$100.68	\$104.20	\$107.85
	Engineer I	\$113.28	\$117.24	\$121.34	\$125.59
	Engineer II	\$132.46	\$137.10	\$141.90	\$146.87
	Sr Engineer	\$162.12	\$167.79	\$173.66	\$179.74
	Lead Engineer	\$191.98	\$198.70	\$205.65	\$212.85
	Supv Engineer	\$228.52	\$236.52	\$244.80	\$253.37
	Sr Supv Engineer	\$271.11	\$280.60	\$290.42	\$300.58
	Sr Engineering Mgr	\$353.56	\$365.93	\$378.74	\$392.00
	Sr Supv Estimator	\$271.11	\$280.60	\$290.42	\$300.58
	Asst Planner	\$97.28	\$100.68	\$104.20	\$107.85
	Planner I	\$113.28	\$117.24	\$121.34	\$125.59
	Planner II	\$132.46	\$137.10	\$141.90	\$146.87
	Sr Planner	\$162.12	\$167.79	\$173.66	\$179.74
	Lead Planner	\$191.98	\$198.70	\$205.65	\$212.85
	Supv Planner	\$228.52	\$236.52	\$244.80	\$253.37
	Sr Supv Planner	\$271.11	\$280.60	\$290.42	\$300.58
	Sr Planning Manager	\$353.56	\$365.93	\$378.74	\$392.00
	Lead Estimator	\$191.98	\$198.70	\$205.65	\$212.85
	Supv Estimator	\$228.52	\$236.52	\$244.80	\$253.37
	Sr Supv Estimator	\$271.11	\$280.60	\$290.42	\$300.58
	Consultant I	\$162.12	\$167.79	\$173.66	\$179.74
	Consultant II	\$191.98	\$198.70	\$205.65	\$212.85
	Consultant III	\$228.52	\$236.52	\$244.80	\$253.37
	Principal Consultant I	\$271.11	\$280.60	\$290.42	\$300.58
	Principal Consultant II	\$353.56	\$365.93	\$378.74	\$392.00
	Technical Specialist III	\$162.12	\$167.79	\$173.66	\$179.74
	Sr Technical Specialist	\$191.98	\$198.70	\$205.65	\$212.85
	Prin Technical Specialist	\$228.52	\$236.52	\$244.80	\$253.37
	Sr Prin Technical Specialist	\$271.11	\$280.60	\$290.42	\$300.58
	CADD Operator II	\$83.21	\$86.12	\$89.13	\$92.25
	CADD Operator III	\$97.28	\$100.68	\$104.20	\$107.85
	Sr CADD Operator I	\$113.28	\$117.24	\$121.34	\$125.59
	Sr CADD Operator II	\$132.46	\$137.10	\$141.90	\$146.87
	Sr CADD Operator III	\$162.12	\$167.79	\$173.66	\$179.74
	Sr CADD Designer I	\$113.28	\$117.24	\$121.34	\$125.59
	Sr CADD Designer II	\$132.46	\$137.10	\$141.90	\$146.87
	Sr CADD Designer III	\$162.12	\$167.79	\$173.66	\$179.74
	Computer Graphics Specialist I	\$83.21	\$86.12	\$89.13	\$92.25
	Computer Graphics Specialist II	\$97.28	\$100.68	\$104.20	\$107.85
	Computer Graphics Specialist III	\$113.28	\$117.24	\$121.34	\$125.59
	Computer Graphics Specialist IV	\$132.46	\$137.10	\$141.90	\$146.87
	Sr Computer Graphics Specialist	\$162.12	\$167.79	\$173.66	\$179.74
	Lead Computer Graphics Specialist	\$191.98	\$198.70	\$205.65	\$212.85
	Marketing Assistant I	\$83.21	\$86.12	\$89.13	\$92.25
	Marketing Assistant III	\$113.28	\$117.24	\$121.34	\$125.59
	Mkt Specialist	\$162.12	\$167.79	\$173.66	\$179.74
	Mgr Business Dev Sup	\$191.98	\$198.70	\$205.65	\$212.85
	Asst Architect	\$97.28	\$100.68	\$104.20	\$107.85
	Architect I	\$113.28	\$117.24	\$121.34	\$125.59

Hood River Bridge Replacement Project

Billing Rate Sheet

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	Architect II	\$132.46	\$137.10	\$141.90	\$146.87
	Sr Architect	\$162.12	\$167.79	\$173.66	\$179.74
	Lead Architect	\$191.98	\$198.70	\$205.65	\$212.85
	Supv Architect	\$228.52	\$236.52	\$244.80	\$253.37
	Sr Supv Architect	\$271.11	\$280.60	\$290.42	\$300.58
	Sr Architectural Mgr	\$353.56	\$365.93	\$378.74	\$392.00
	Asst Environmental Scientist	\$97.28	\$100.68	\$104.20	\$107.85
	Environmental Scientist I	\$113.28	\$117.24	\$121.34	\$125.59
	Environmental Scientist II	\$132.46	\$137.10	\$141.90	\$146.87
	Sr Environmental Scientist	\$162.12	\$167.79	\$173.66	\$179.74
	Lead Environmental Scientist	\$191.98	\$198.70	\$205.65	\$212.85
	Supv Environmental Scientist	\$228.52	\$236.52	\$244.80	\$253.37
	Sr Supv Environmental Scientist	\$271.11	\$280.60	\$290.42	\$300.58
	CADD Supv I	\$132.46	\$137.10	\$141.90	\$146.87
	Intern II	\$83.21	\$86.12	\$89.13	\$92.25

AECOM Technical Services, Inc.

	Classification (Max Rate)	Max Billing Rate 2020
	Senior Architectural Historian	\$156.85
	Senior Architectural Historian	\$105.40
	Architectural Historian	\$64.42
	Architectural Historian	\$91.80
	GIS	\$95.40
	Technical Editor	\$106.18
	Project Controls	\$76.59

Hood River Bridge Replacement Project

Billing Rate Sheet

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Aqua Terra Cultural Resource Consultants, LLC

	Classification (Max Rate)	Max Billing Rate 2018	Max Billing Rate 2019	Max Billing Rate 2020	Max Billing Rate 2021
	Principal	\$125.00	\$129.38	\$133.91	\$138.60
	Senior Archaeologist	\$96.00	\$99.36	\$102.84	\$106.44
	Project Archaeologist	\$85.00	\$87.98	\$91.06	\$94.25
	Architectural Historian	\$96.00	\$99.36	\$102.84	\$106.44
	CR Technician I	\$75.00	\$77.63	\$80.35	\$83.16
	CR Technician II	\$78.00	\$80.73	\$83.56	\$86.48
	Administrative	\$75.00	\$77.63	\$80.35	\$83.16

Hood River Bridge Replacement Project

Billing Rate Sheet

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EnviroIssues, Inc.

	Classification (Max Rate)	Max Billing Rate 2018	Max Billing Rate 2019	Max Billing Rate 2020	Max Billing Rate 2021
	Project Coordinator	\$81.85	\$84.71	\$87.67	\$90.74
	Business Development Coordinator	\$81.85	\$84.71	\$87.67	\$90.74
	Business Development Associate	\$96.46	\$99.84	\$103.33	\$106.95
	Associate I	\$96.46	\$99.84	\$103.33	\$106.95
	Associate II	\$122.77	\$127.07	\$131.52	\$136.12
	Associate III	\$154.92	\$160.34	\$165.95	\$171.76
	Graphic Designer	\$81.85	\$84.71	\$87.67	\$90.74
	Graphic Designer I	\$96.46	\$99.84	\$103.33	\$106.95
	Graphic Designer II	\$122.77	\$127.07	\$131.52	\$136.12
	Graphic Designer III	\$154.92	\$160.34	\$165.95	\$171.76
	Information Systems	\$81.85	\$84.71	\$87.67	\$90.74
	Information Systems Associate I	\$96.46	\$99.84	\$103.33	\$106.95
	Information Systems Associate II	\$122.77	\$127.07	\$131.52	\$136.12
	Information Systems Associate III	\$154.92	\$160.34	\$165.95	\$171.76
	Senior Associate	\$195.85	\$202.70	\$209.79	\$217.13

Exeltech Consulting, Inc.

	Classification (Max Rate)	Max Billing Rate 2018	Max Billing Rate 2019	Max Billing Rate 2020	Max Billing Rate 2021
	President	\$230.00	\$238.05	\$246.38	\$255.00
	Bridge Program Manager	\$170.00	\$175.95	\$182.11	\$188.48
	Senior Project Engineer	\$167.00	\$172.85	\$178.90	\$185.16
	Project Manager	\$157.00	\$162.50	\$168.19	\$174.08
	Senior Bridge Engineer	\$132.00	\$136.62	\$141.40	\$146.35
	EIT	\$83.00	\$85.91	\$88.92	\$92.03
	Senior Detailer	\$85.00	\$87.98	\$91.06	\$94.25
	Detailer	\$64.00	\$66.24	\$68.56	\$70.96
	Documentation Assistant	\$85.00	\$87.98	\$91.06	\$94.25

Foundation Engineering, Inc.

*Audited OH Rate increase effective 6/1/19

	Classification (Max Rate)	Max Billing Rate 2018	Max Billing Rate 2019	Max Billing Rate 2020	Max Billing Rate 2021
	Principal Engineer	\$202.70	\$222.31	\$230.09	\$238.14
	Senior Engineer	\$167.95	\$185.36	\$191.85	\$198.56
	Project Engineer	\$108.59	\$119.09	\$123.26	\$127.57
	Project Geologist	\$103.29	\$115.85	\$119.90	\$124.10
	Staff Engineer	\$94.66	\$103.83	\$107.46	\$111.22
	Clerical	\$97.44	\$106.86	\$110.60	\$114.47

Hood River Bridge Replacement Project

Billing Rate Sheet

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HHPR

	Classification (Max Rate)	Max Billing Rate 2018	Max Billing Rate 2019	Max Billing Rate 2020	Max Billing Rate 2021
	Senior Principal	\$225.00	\$232.88	\$241.03	\$249.47
	Senior Bridge Engineer	\$200.00	\$207.00	\$214.25	\$221.75
	Structural Manager	\$175.00	\$181.13	\$187.47	\$194.03
	Project Manager	\$190.00	\$196.65	\$203.53	\$210.65
	Project Engineer	\$175.00	\$181.13	\$187.47	\$194.03
	Construction Manager	\$175.00	\$181.13	\$187.47	\$194.03
	Senior Scientist	\$160.00	\$165.60	\$171.40	\$177.40
	Civil Engineer	\$150.00	\$155.25	\$160.68	\$166.30
	Structural Engineer	\$140.00	\$144.90	\$149.97	\$155.22
	Senior Planner	\$150.00	\$155.25	\$160.68	\$166.30
	Senior Landscape Architect	\$150.00	\$155.25	\$160.68	\$166.30
	Landscape Architect	\$130.00	\$134.55	\$139.26	\$144.13
	Quality Control Engineer	\$190.00	\$196.65	\$203.53	\$210.65
	Senior Civil Designer	\$150.00	\$155.25	\$160.68	\$166.30
	Planner	\$125.00	\$129.38	\$133.91	\$138.60
	Civil Designer	\$125.00	\$129.38	\$133.91	\$138.60
	Structural Designer	\$125.00	\$129.38	\$133.91	\$138.60
	Inspector	\$110.00	\$113.85	\$117.83	\$121.95
	BIM Specialist	\$130.00	\$134.55	\$139.26	\$144.13
	Landscape Designer	\$105.00	\$108.68	\$112.48	\$116.42
	Scientist	\$100.00	\$103.50	\$107.12	\$110.87
	Assistant Planner	\$95.00	\$98.33	\$101.77	\$105.33
	CAD Technician	\$105.00	\$108.68	\$112.48	\$116.42
	CAD Technician II	\$85.00	\$87.98	\$91.06	\$94.25
	Survey Manager	\$170.00	\$175.95	\$182.11	\$188.48
	Project Surveyor	\$150.00	\$155.25	\$160.68	\$166.30
	Survey Technician	\$110.00	\$113.85	\$117.83	\$121.95
	Survey Crew (Crew Chief)	\$120.00	\$124.20	\$128.55	\$133.05
	Survey Crew (Instrument Person)	\$80.00	\$82.80	\$85.70	\$88.70
	Senior Clerical	\$125.00	\$129.38	\$133.91	\$138.60
	Graphics Artist	\$125.00	\$129.38	\$133.91	\$138.60
	Clerical	\$90.00	\$93.15	\$96.41	\$99.78

Marianne Zarkin Landscape Architect LLC

Employee Name	Employee Title	Max Billing Rate 2018	Max Billing Rate 2019	Max Billing Rate 2020	Max Billing Rate 2021
Marianne Zarkin	Principal Landscape Architect	\$140.00	\$144.90	\$149.97	\$155.22
LA Staff	Landscape Architect	\$110.00	\$113.85	\$117.83	\$121.95
LA Admin	LA Admin	\$75.00	\$77.63	\$80.35	\$83.16

Willamette Cultural Resources Associates, LTD.

	Classification (Max Rate)	Max Billing Rate 2020
	Project Manager	\$133.91
	Principal Investigator	\$119.03
	Field Director	\$92.25
	Anthropologist	\$98.20
	Researcher	\$86.30
	Project Assistant	\$65.47
	Field Archaeologist	\$59.52
	Crew Chief	\$74.40
	Technical Editor	\$89.27
	Lithic Analyst	\$133.91
	Historic/Faunal Analyst	\$89.27
	Laboratory Director	\$119.03

Hood River Bridge Replacement Project

Billing Rate Sheet

7/

	Laboratory Archaeologist	\$80.35
	GIS Specialist	\$89.27

Northwest Hydro, Inc.

Employee Name	Employee Title	Max Billing Rate 2018	Max Billing Rate 2019	Max Billing Rate 2020	Max Billing Rate 2021
James Glaeser	Hydrographer	\$105.00	\$108.68	\$112.48	\$116.42
Field Staff	2 staff crew w/ vessel	\$225.00	\$232.88	\$241.03	\$249.47

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Commission Memo



Prepared by: Fred Kowell
Date: August 11, 2020
Re: PSquare LLC, Task Order 1 Amended

Task Order 1 is an annual maintenance support contract with PSquare and allows for a constant monitoring of bridge lanes, hardware, mobile app, and back-office support. This maintenance contract is a little different from last year in that it monitors and supports the all-electronic tolling we have implemented which includes file transfers, alerts, invoice production, validation returns, reports and coordination with Collections and DMV to place registration holds. This annual amount of \$120,000 will be billed monthly, while PCI compliance will be billed as the project is completed, for a total Task Order amount of \$191,000. The PCI compliance portion was not completed in FY 2019-20, such that this portion of the contract is a budgetary carryover. Project support will be billed as projects come forward or project management is needed with AET, NIOP (National Interoperability), WRTO (Western Region Interoperability – 6C), POCL assistance, and any new business development needs.

This year we have added a significant amount of coding to PSquare’s scope to implement All Electronic Tolling. The License Plate Recognition system is up and running with only the Collections and DMV interfaces to be completed during this year.

The Port has been very successful in the development of our tolling system with P-Square. The system we have in place today allows the Port to start discussions with other agencies who are looking for an alternative to capital improvements for their bridges. Our back-office system is a marketable product that we own the code to which allowed us to provide service to the Port of Cascade Locks and hopefully others. Once we become fully integrated with Oregon DMV and Collections (Duncan Solutions), our system can assist agencies throughout the state, and this contract will allow for us to do just that.

RECOMMENDATION: Approve renewal of Task Order 1 with PSquare, not to exceed \$191,000 for the ongoing maintenance, support, PCI compliance and project management for the Breezeby tolling system.

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TASK ORDER 1 - Amendment

SCOPE OF SERVICES for ELECTRONIC TOLLING SYSTEMS SUPPORT AND MAINTENANCE

August 11, 2020

This Task Order No. 1 – Amendment pertains to a **Personal Services Agreement**, (“**Agreement**”) by and between **Port of Hood River**, (“**Port**”), and P-Square LLC (“**Consultant**”), dated August 11, 2020 (“the Agreement”). Consultant shall extend support Services on the project described below as provided herein as the Agreement for the Period July 1, 2020 to June 30, 2021. This Task Order shall not be binding until it has been properly signed by both parties. Upon execution, this Task Order shall pertain to the Services described below.

PART 1.0 PROJECT DESCRIPTION & PURPOSE

The Port has upgraded its toll collection system due to the obsolescence of the Windows XP operating system and the inability of acquiring legacy consulting assistance. The new system hardware and software is similar in functionality to what as in operation before. However, the Port has identified functions and features, such as a transition to multi-protocol sticker-style transponders, a violation processing system, a web portal, and a more robust customer service application that will be beneficial to our public.

The Port has procured P-Square Solutions LLC Services and has completed the migration to a new platform that will require ongoing system support for the lanes, loops, controllers, back office, web portal, and some development of the new systems. This contract will provide professional services support for the new system and related enhancements that will be beneficial for future development efforts. This agreement relates to the system application support that is warranted and continues to be an ongoing benefit to the Port. This agreement gives the Port continued access to specialized expertise for quality control over the project management, business rules development and support of our major system application.

PART 2.0 SCOPE OF SERVICES

Task 1: Tolling Systems Upgrade Support

The Consultant shall perform additional tasks, within the total authorized fee amount, and as requested by the Port staff:

- Continued support of existing functionality of equipment and back-office systems.
- Continued development of existing back office system to allow more efficient operation of tolling activities.
- Continued support to the AVC functionality and operations as well as the interface with the back-office system.
- Continued support to Web Portal and Mobile App and its interfaces.
- Continued assistance in the development of business rules that relate to best business practices and allows a more efficient and effective transition to the next phase of implementation.

- Advise the Port on all tolling technology enhancements and compatibility issues that arise due to federal, state or regional technical standards. Participate on behalf of the Port in WRTO and NIOP interoperability discussions.
- Continued trouble shooting of issues that arise due to known and unknown events such as power failures, user errors, and software updates.

Assumptions

The following assumptions are made:

- All deliverables shall be electronic in MS Word and/or PDF format.
- Consultant's tolling staff will communicate with Port staff in monthly meetings via a phone conference and the internet.
- Electronic copies or hard copies of Tolling Systems Vendor submissions shall be made available by Port.
- The total level of effort for this Task Order is those services requested by the Port for the efforts shown herein, up to the not-to-exceed amount of the contract, with the exception travel and related costs when required by Port staff.
- Any Feature enhancements, business rules changes, operational efficiency improvements in existing back office system and tolling technology implementation changes which are outside the scope of work and capabilities of the existing system would be performed as task order on a level of efforts estimates and approvals from Port.

Deliverables

The following items shall be delivered to the Port:

- Summary notes for key correspondence with tolling vendor(s) in e-mail format
- Written deliverables in electronic format as requested
- BackOffice/Lane system software maintenance
- Mobile App Software maintenance
- Website Maintenance (Violations & Pay-by-plate)
- Collections interface and file transfers to Collections and DMV
- In-Lane Credit Card Toll Payment system maintenance
- AWS recurring service cost.

Task 2: Project Management & Administration

The Consultant shall provide professional support services and project management services provided by the Consultant including resolution of issues and trouble-shooting efforts to maintain an effective tolling system that has the current level of service and functionality to our customers today. Consultant shall:

- Provide monthly billings of services performed during the month as well as progress reports of issues that relate to the existing tolling system and enhancements of that system. Schedule updates shall be provided with month progress reports;
- Correspond with owner regarding planning and development tasks, billing, expenses, efficiencies and customer value and deliverables;
- Perform Quality Control (QC) testing before any patch or enhancement is updated to the production environment and communicating such deliverables to Port staff;

Deliverables

The following items shall be delivered to the Port:

- NIOP (National Interoperability) and other consulting support
- Invoices and progress reports
- Conference/meetings as necessary

PART 3.0 PORT’S RESPONSIBILITIES:

Port shall provide the documents noted above and be available for a mutually agreed upon time for the site visit.

PART 4.0 PERIODS OF SERVICE:

This contract is for the period starting July 1 2020 and ending June 30, 2021. Notice to proceed to Consultant is assumed to be not later than July 1, 2019.

PART 5.0 PAYMENTS TO CONSULTANT:

The total professional service fees for labor for this Task Order No. 1 shall be a not-to-exceed amount of \$191,000. The monthly billing will be for 1/12 of the \$120,000 annual support, while PCI compliance security testing is billed based upon successfully complying with PCI standards and billed separately. Tolling system consulting will be billed separately as projects move forward and Port requests are fulfilled. Travel and related expenses or equipment licensing costs are to be billed separately and will be reimbursed at cost. These costs are not part of the not-to-exceed amount of this Task order project.

SYSTEM MAINTENANCE (Jul 1, 2019 – Jun 30, 2020)	2020-21
BOS/Lane Software Maintenance (FY2020)	\$ 120,000
PCI Compliance – Security Policy, Testing, Monitoring and Alerts	\$ 35,000
Tolling System Consulting – System Security enhancements, SOW Development, NIOP, WRTO Participation, MOU assistance for POCL integration	\$ 36,000
System Maintenance Amount Year 2019 -2020	\$191,000

PART 6.0 OTHER:

Licenses are kept in the Port’s name but are purchased through P-Square. This cost is \$35,000 per year.

This Task Order is executed this _____ day of _____, 2020.

PORT OF HOOD RIVER

 “Port”

P SQUARE SOLUTIONS LLC.

 “Consultant”

BY: _____

BY: _____

NAME: Michael McElwee

NAME: Reddy Patlolla

TITLE: Executive Director

ADDRESS: 1000 E. Port Marina Drive
Hood River, OR 97031

TITLE: President

307 Fellowship Road,
Suite 104
Mount Laurel, NJ 08054

Commission Memo



Prepared by: Anne Medenbach
 Date: August 11, 2020
 Re: Connect 6 Project, Tapani Change Order No. 4

Tapani Inc. is over 60% complete with the Connect 6 project at the Ken Jernstedt Airfield. The attached Change Order No. 4 is for electrical changes that were made to the power line conduits that feed the future hangars. The modification includes trenching and adding conduit for additional power to hangars as needed by future tenants. The change increases the power options to 3 phase 220/480 to both hangars. This would allow for machines such as CNC routers or other such equipment that is used by tech companies who manufacture airplane and UAV equipment, if needed.

The work was completed in late July. The board approved a 5% contingency and, after this Change Order, 75% of the contingency amount will remain.

Item #	Bid Item Breakdown	Unit	Unit price		
				Amount	Amount
1	Contract amount				\$ 1,886,965.50
2	contingency	5%			\$ 94,348.28
3	Contingency left				\$ 71,703.14
Change Order					
4/15/2020	Co 1- additional work for fire hydrant and water line			\$3,728.60	
6/11/2020	Co-2 Fire hydrant line demo and ice fountain			\$1,352.36	
6/24/2020	Co-3- unidentified storm drain piping			\$4,705.00	
7/28/2020	CO-4- Re-excavate and install additional conduits to revised E1.0 drawing			\$12,859.18	
	Total			\$22,645.14	

RECOMMENDATION: Ratify Change Order No. 4 with Tapani Inc. in the amount of \$12,859.18 for the ConnectOregon VI project.

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Date: <u>July 28, 2020</u>	PORT OF HOOD RIVER	Change Order Number <u>4</u>
CHANGE ORDER		

<input type="checkbox"/> Ordered by Engineer under terms of the Contract <input checked="" type="checkbox"/> Change proposed by Contractor	Contract No. _____ CRP No.: _____ Project Title <u>ATERCC</u>
-----------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------

TO: Tapani Inc.
(Contractor Name and Address)

You are hereby required to comply with the following changes from the contract plans and specifications:

DESCRIPTION OF CHANGES	Decrease in Contract Price	Increase in Contract Price															
Description Electrical modifications to updated E1.0 sheet. Includes additional conduit to buildings																	
<table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%;">Labor</td> <td style="width:10%; text-align: right;">80</td> <td style="width:40%;"></td> </tr> <tr> <td>Equipment</td> <td></td> <td style="text-align: right;">\$5,790.25</td> </tr> <tr> <td>Materials</td> <td></td> <td style="text-align: right;">\$3,367.54</td> </tr> <tr> <td>Overhead</td> <td></td> <td style="text-align: right;">\$3,461.43</td> </tr> <tr> <td></td> <td></td> <td style="text-align: right;">\$239.96</td> </tr> </table>	Labor	80		Equipment		\$5,790.25	Materials		\$3,367.54	Overhead		\$3,461.43			\$239.96		
Labor	80																
Equipment		\$5,790.25															
Materials		\$3,367.54															
Overhead		\$3,461.43															
		\$239.96															
TOTALS		\$12,859.18															

Original Contract Amount	Current Contract Amount	Est. Net Change This Order	Est. Total After This Change
\$1,896,686.91	\$1,896,686.90	\$12,859.18	\$1,909,546.08

The time for completion shall be:
 (increased) (decreased) (not changed) by 0 working days.

ACCEPTED _____ Date _____
(Contractor)

_____ Date _____
(Surety, when required)

<input checked="" type="checkbox"/> APPROVAL RECOMMENDED <input type="checkbox"/> APPROVED	APPROVED
_____ Project Manager	_____ Executive Director
_____ Date	_____ Date

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Commission Memo



Prepared by: Michael McElwee
Date: August 14, 2020
Re: Waterfront Traffic Study – DKS
Contract Amendment No. 2

At the January 14 meeting, the Commission authorized a contract with DKS Associates (“DKS”) to update the traffic model for the Waterfront. This was intended to understand the impact of recent development on the existing transportation system and the need for off-site transportation facility improvements. The Commission was briefed on the effort at the June 16 meeting. The preliminary analysis evaluated three different development scenarios and concluded:

- The 2nd/Oak improvement (traffic signal) is likely needed soon.
- 2nd/Riverside Drive intersection appears to have additional capacity before improvements are needed.

DKS subsequently briefed key staff at the Oregon Department of Transportation (ODOT) and the City of Hood River on the assumptions, methodology and preliminary findings. These agencies are crucial because the traffic impacts of any future waterfront development need to be acceptable or a project would not be approved. The agencies requested that additional traffic analysis be performed to understand the current (estimated) traffic conditions along 2nd Street, including vehicle delay, intersection capacity relative to ODOT standards, and traffic queueing.

In June the Commission authorized Amendment No. 1 to extend the timeframe for project completion. The attached Amendment No. 2 would also extend the project completion date and allow the additional traffic analysis requested by ODOT and the City to proceed. The work would be completed by November.

RECOMMENDATION: Authorize Amendment No. 2 to contract with DKS Associates, Inc. for Hood River Waterfront Traffic analysis, not to exceed \$25,500.

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**AMENDMENT NO. 2
TO PERSONAL SERVICES CONTRACT**

This Amendment No. 1 to the Personal Services Contract ("Contract") is entered into this **14th Day of August 2020** by and between DKS Associates, Inc. ("Contractor") and the Port of Hood River ("Port"), an Oregon Special District.

RECITALS:

WHEREAS, Contractor and Port entered into a Contract dated January 15, 2020 for transportation system analysis services associated with the Hood River Waterfront ("Project"); and

WHEREAS, on May 19, 2020 Port and Contractor agreed to extend the time frame for completion of the Project until September 1, 2020.

Now, therefore be it

RESOLVED, Contractor agrees to carry out additional work described in Attachment 'A' for a total fee of \$25,500; and

RESOLVED, Port and Contractor agree to extend the contract completion date to November 17, 2020.

IN WITNESS WHEREOF, the parties hereto have caused Amendment No. 2 to be duly executed the day and year first above written.

DKS Associates, Inc.

Port of Hood River

John Bosket
Principal

Michael S. McElwee
Executive Director

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720 SW Washington St., Suite 500
Portland, OR 97205
503.243.3500
www.dksassociates.com

August 6, 2020

Michael McElwee
Port of Hood River
1000 E. Port Marina Way
Hood River, OR 97031

Subject: Statement of Work for Hood River Exit 63 Summer Traffic Analysis Update

Dear Mr. McElwee,

This letter describes our scope of work and level of effort to conduct traffic analysis for intersections along 2nd Street near Exit 63 in Hood River. This traffic analysis builds upon our recent work updating the waterfront area travel model to consider additional growth capacity. This scope includes refined traffic analysis at intersections along 2nd Street to provide an updated evaluation of the performance during peak summer conditions and is based on our coordination¹ with the City of Hood River and ODOT.

The *Interstate 84 Exit 63 & 64 Interchange Area Management Plan*² (IAMP) identifies future transportation improvements in Hood River that will be triggered with future growth. This traffic analysis will be conducted to estimate the current traffic operations (delay, v/c, and queuing) and potential additional degree of development that will trigger the improvements identified in the IAMP (Table 8).

Our prior work, conducted under Items 1 and 2 (below), updated the waterfront travel model to account for recent growth over the last ten years since the TSP and IAMP were completed. We conducted a preliminary assessment of the IAMP improvement triggers based on the additional growth and off-peak February 2020 traffic counts. Our preliminary analysis indicated that the 2nd/Oak improvement (traffic signal) is likely needed soon, while the 2nd/Riverside Drive intersection appears to have additional capacity before the improvement at that location is needed. This preliminary analysis was based on an assessment of traffic volume growth and the volume-based triggers noted in the IAMP. Due to the preliminary nature of the prior assessment, ODOT and the City of Hood River are requesting that additional traffic analysis be performed to understand the current (estimated) traffic conditions along 2nd Street. This refined analysis

¹ Video conference meeting with City of Hood River and ODOT staff, August 4, 2020.

² Interstate 84 Exit 63 & 64 Interchange Area Management Plan: Interstate 84/2nd Street and Interstate 84/Button Bridge Road, prepared by DKS Associates, December 2011.



would evaluate vehicle delay, intersection capacity relative to ODOT standards, and traffic queueing.

The following sequence illustrates how the prior (1, 2) and current (3) planning effort could fit within the context of broader Hood River transportation planning process:

- 1) Forecast tool refinements (Waterfront area) – Delivered under prior scope
- 2) Preliminary assessment of growth triggers identified in IAMP – Delivered under prior scope
- 3) Summer traffic counts and additional refinements to model update. Updated traffic analysis for IAMP improvement locations – *Included in this scope of work*
- 4) Full citywide forecast tool update – potential future scope of work (may be conducted through Transportation System Plan update for City of Hood River)

Note: Potential future effort 4 identified above is provided for context purposes only and is not included in this scope of work.

GENERAL ASSUMPTIONS

The following assumptions will guide our analysis approach:

- The weekday PM Peak Hour (summer period) will be used as the analysis period for the traffic analysis. The IAMP identifies two analysis periods, but the summer weekday PM peak hour is the critical period for most locations and is the basis for the IAMP triggers.
- COVID-19 is impacting current travel, though the degree is uncertain and may continue to vary. New traffic counts for summer 2020 have limited utility but may provide some context for current activity and traffic flow.
- Traffic counts conducted in June 2015 will be the base data used for the traffic analysis, after adjusting for growth estimates since 2015.
- The 2nd/Oak traffic count conducted in August 2017 reflects the peak season along 2nd Street.
- Construction of the 2nd/Oak traffic signal would take place in the spring of 2022, and that timing is not dependent on the potential jurisdictional transfer of Oak Street. The improved intersection configuration will be included in the traffic analysis.
- This analysis will identify current conditions along 2nd Street and additional growth that would trigger improvements identified in the IAMP. The analysis will not identify new or alternate improvements for intersections.



SCOPE OF SERVICES

The following tasks are included in this scope of work.

Task 1 – Data Collection

We will collect limited traffic counts to provide an estimate of current activity in the waterfront area. These traffic counts are assumed to provide general context for current activity and may not directly be applied for the traffic analysis.

We will collect weekday two-hour PM peak turning movement counts at the following study intersections:

- 2nd Street/ Riverside Drive
- 2nd Street/ I-84 Westbound Ramp
- 2nd Street/ I-84 Eastbound Ramp

We will also collect a 72-hour tube count on 2nd Avenue (south of Riverside Drive) to observe the hourly traffic profile for vehicles entering and leaving the waterfront area. This data would be collected on Tuesday through Thursday.

Task 2 – Methods and Assumptions

We will summarize key methods and assumptions that will be used for the subsequent traffic analysis in a brief memorandum (1-2 pages). The methods and assumptions will include:

- Summary of August 2020 traffic counts
- Methods for deriving estimated Summer 2020 traffic counts from prior count data including considerations for growth and seasonal adjustment
- Key assumptions included in the analysis

The draft memorandum will be distributed to City of Hood River and ODOT for review. The memorandum will be finalized based on one set of comments.

Task 3 – Summer 2020 Traffic Conditions

We will estimate weekday PM peak hour Summer 2020 traffic conditions based on Highway Capacity Manual (HCM) methods for the following intersections:

Study Intersections (Locations with additional IAMP improvements along 2nd Street)

- 2nd Street/ Riverside Drive
- 2nd Street/ I-84 Westbound Ramp



Page 4

- 2nd Street/ I-84 Eastbound Ramp

Other Intersections

- 2nd Street/Cascade
- 2nd Street/Oak
- 2nd Street/State

We will compare the operations for each intersection to adopted mobility targets. We will estimate 95th percentile vehicle queues for the three study intersections.

Task 4 – Identify Additional Growth Capacity

We will identify the additional traffic volume growth, if any, that would cause the study intersections to exceed the mobility targets. We will summarize growth relative to trips to/from the waterfront area.

Task 5 – Documentation and Presentation

We will summarize the traffic analysis and findings in a draft memorandum. We will finalize the memorandum based on one set of comments from the Port of Hood River, City of Hood River, and ODOT. We will prepare a presentation for the Port Commission to summarize the work and findings.

DELIVERABLES AND SCHEDULE

The traffic analysis will be summarized in a draft memorandum and provided to the Port approximately eight weeks from receiving notice to proceed.

Unless otherwise noted in the Scope of Services, all written deliverables will be provided in electronic format (.pdf or .doc). The Port shall review all work products provided under this contract and provide one set of unified, non-contradictory comments.

MEETINGS

For the purposes of this budget, up to two remote/virtual meetings will be attended, including one remote/virtual presentation to the Port Commission. Additional meetings or hearings can be attended, if authorized, for an additional fee.

BUDGET

In consideration of the performance of these services, DKS Associates will be compensated on a time and materials basis in accordance with the hourly billing rates set forth in the attached



fee schedule, subject to revision January 1, 2021, for a maximum fee of \$25,500 This fee is based upon the scope of services and level of effort presented above.

DKS will invoice monthly based upon the time and materials expended. Payments are due on a net 30-day basis. A service charge of 1-1/4 percent per month compounded will be assessed on billings not paid when due. If payment of our invoices is not made within 45 days of the due date, DKS reserves the right to cease work on this project until such time as payment is received. In the event of any litigation between the parties to this agreement arising from this agreement, the prevailing party shall be reimbursed for its reasonable attorney's fees and costs.

Should the services not be authorized in thirty (30) days; or should changes occur in the scope or level of effort; or should the completion date extend beyond December 31, 2020 due to circumstances beyond DKS's control; we reserve the right to revise the scope, our billing rates, budget and schedule to reflect then current conditions. Such revisions will be effected through amendments to this agreement.

If this agreement is acceptable, please have a duly authorized official of your company sign below. That signature will constitute formal authorization to proceed with the services according to the terms outlined.

Should you have any questions, do not hesitate to call us. We look forward to working with you on this project.

Sincerely,

DKS Associates

Approved by:

Port of Hood River

John Bosket

Principal

By:

Title Date

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Commission Memo



Prepared by: Fred Kowell
Date: August 11, 2020
Re: FAA Cares Act – Part II Grant and Purchase

The FAA was granted two parts to the CARES Act. The first part was used to provide the funding for the current 10% match on the north apron development at the airport. The second part of the CARES Act can be used for any airport equipment or planning. Our portion of the funding is \$30,000.

The company that has been repairing our AWOS (Automated Weather Observing System), briefed staff on the need to replace both the indoor and outdoor portions of the AWOS while parts are available for our model and functional use. A new AWOS runs around \$100,000, so replacing portions of the existing AWOS makes more sense at this point. The equipment purchase would run \$25,806 based upon prices today, while labor and installation will run around \$3,094, for a total of \$28,900.

This would be a great opportunity to file for the 2nd part of the FAA funding under the CARES Act for \$30,000 and submit a proposal for the purchase or replacement parts for the existing AWOS and any lighting to round out the full \$30,000.

RECOMMENDATIONS:

Approve the application for a grant in the amount of \$30,000 with the FAA relating to the CARES Act.

Approve the contract with AVCOM for the purchase and installation of AWOS equipment for a total of \$28,900.

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Application for Federal Assistance SF-424	
<p>*1. Type of Submission:</p> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	
<p>*2. Type of Application * If Revision, select appropriate letter(s):</p> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	
<p>*Other (Specify) _____</p>	
<p>*3. Date Received: NA</p>	
<p>4. Applicant Identifier: 4S2 (Ken Jernstedt Airfield) Hood River, OR</p>	
<p>*5b. Federal Entity Identifier: 410026</p>	
<p>*5b. Federal Award Identifier:</p>	
State Use Only:	
<p>6. Date Received by State:</p>	
<p>7. State Application Identifier:</p>	
8. APPLICANT INFORMATION:	
<p>*a. Legal Name: Port of Hood River</p>	
<p>*b. Employer/Taxpayer Identification Number (EIN/TIN): 93-6002559</p>	
<p>*c. Organizational DUNS: 08-945-2262</p>	
d. Address:	
<p>*Street 1: _____</p> <p>Street 2: _____</p> <p>*City: <u>HOOD RIVER</u></p> <p>County: _____</p> <p>*State: <u>OR</u></p> <p>Province: _____</p> <p>*Country: <u>USA: United States</u></p> <p>*Zip / Postal Code: <u>97031</u></p>	
e. Organizational Unit:	
<p>Department Name: _____</p>	
<p>Division Name: _____</p>	
f. Name and contact information of person to be contacted on matters involving this application:	
<p>Prefix: <u>Ms.</u> *First Name: <u>Anne</u></p> <p>Middle Name: _____</p> <p>*Last Name: <u>Medenbach</u></p> <p>Suffix: _____</p>	
<p>Title: <u>Development and Property Manager</u></p>	
<p>Organizational Affiliation: _____</p>	
<p>*Telephone Number: 541-386-5116</p>	
<p>Fax Number: _____</p>	
<p>*Email: <u>amedenbach@portofhoodriver.com</u></p>	

Application for Federal Assistance SF-424

***9. Type of Applicant 1: Select Applicant Type:**
X. Airport Sponsor
Type of Applicant 2: Select Applicant Type:
Type of Applicant 3: Select Applicant Type:

*Other (Specify)

***10. Name of Federal Agency:**
Federal Aviation Administration

11. Catalog of Federal Domestic Assistance Number:
20.106
CFDA Title:
Airport Program

***12. Funding Opportunity Number:**
NA

*Title:
NA

13. Competition Identification Number:
NA
Title:
NA

14. Areas Affected by Project (Cities, Counties, States, etc.):

***15. Descriptive Title of Applicant's Project:**
Any purpose for which airport funds may be lawfully used, as found in the Office of Airports Revenue Use Policy, except airport development or land acquisition.

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424	
16. Congressional Districts Of:	
*a. Applicant: 2	*b. Program/Project:
Attach an additional list of Program/Project Congressional Districts if needed.	
17. Proposed Project:	
*a. Start Date: NA	*b. End Date: NA
18. Estimated Funding (\$):	
*a. Federal	\$30,000.
*b. Applicant	\$0
*c. State	\$0
*d. Local	\$0
*e. Other	\$0
*f. Program Income	\$0
*g. TOTAL	\$30,000.
*19. Is Application Subject to Review By State Under Executive Order 12372 Process?	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on _____. <input type="checkbox"/> b. Program is subject to E. O. 12372 but has not been selected by the State for review. <input checked="" type="checkbox"/> c. Program is not covered by E. O. 12372	
*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation in attachment.)	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes", provide explanation and attach _____	
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)	
<input checked="" type="checkbox"/> ** I AGREE ** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.	
Authorized Representative:	
Prefix: Ms.	*First Name: Anne
Middle Name: _____	
*Last Name: Medenbach	
Suffix: _____	
*Title: Development and Property Manager	
*Telephone Number: 541-386-5116	Fax Number: _____
* Email: amedenbach@portofhoodriver.com	
*Signature of Authorized Representative: _____	*Date Signed: _____

DBT Transportation Services, LLC
2655 Crescent Drive
Suite A-1
Lafayette CO 80026



Original

SALES QUOTATI

Document Number Document Date Page
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Customer No.

WAAVCOAWOS98250

Your Reference

Payment Terms

AW10 AWOS Sensor Upgrades

Due on receipt

Your Contact

NT

cs@dbttranserv.com

Delivery Address

Avcom Company - 91710
12345 Mountain Ave Ste N 175
In Care of : Xpress Postal
Chino CA 91710

Avcom Company
PO Box 1849
Firday Harbor WA 98250

Currency: \$

Description	Quantity	UoM	Price	Total
001 AWOS VC/VD UPGRADE WAC151 TO WMT702 ROHN TOWER Item Code: 247457	1		6,596.0000	\$6,596.00
002 WMT702 Heater Power Supply Kit for VC/VD.. Item Code: WMT702HPS-KIT	1		357.0000	\$357.00
003 VISIBILITY/PW MULTI PWD22 UPGRADE VC/VD Item Code: DRW239873	1		14,843.0000	\$14,843.00
004 Calibration Set for PWD Sensors Item Code: PWA12	1		1,007.0000	\$1,007.00
005 AWOS PTB330 Upgrade From PTB220 Item Code: 225811	1		3,003.0000	\$3,003.00
006 Freight will be included in the invoice at time of shipment.				
007 DBT Transportation Services LLC Standard Terms and Conditions are incorporated herein by reference.				

Website: www.dbttranserv.com

Phone: 844-343-8328

Fax: 970-237-3526

DBT Transportation Services, LLC
2655 Crescent Drive
Suite A-1
Lafayette CO 80026



Original

SALES QUOTATION

Document Number
2680718

Document Date
03/12/2020

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Currency: \$

Quotation Subtotal: **\$ 25,806.00**

Total Before Tax: **\$ 25,806.00**

Total Tax Amount: **\$ 0.00**

Total Amount: \$ 25,806.00

Tax Details

Tax Code	Tax %	Net	Tax
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Additional Expenses

Shipping Type:

Quotation Valid Until: 04/12/2020

PURCHASER'S ACCEPTANCE

This Quotation is deemed accepted when Purchaser returns the acknowledgement copy of this Quotation with a valid Purchase Order Number (when applicable).

The DBT Transportation Services Standard Terms of Sales are incorporated herein by reference .

Purchaser: _____

Billing Address: _____

E-Mail Address: _____

Signature: _____

Title: _____

Purchase Order No: _____

Ship to Address: _____

Website:

www.dbttranserv.com

Phone:

844-343-8328

Fax:

970-237-3526