



**Washington State
Department of Transportation**

Task Order

All terms and conditions of this agreement are in full force and effect for this Task Order document.

Agreement No.

Y- 11038

Task No.

AC

Agreement Manager Information

Agreement Manager Gary Langrock	Phone (206) 464-1204	Org. 303030	Mailstop TB-85
Address 401 2nd Ave S, Suite 300	City Seattle	State WA	Zip Code 98104

Project Manager Information

Project Manager Jennifer Ziegler	Phone (206) 464-1194	Org. 589160	Mailstop TB-85
Mailing Address 401 Second Avenue South, Suite 300	City Seattle	State WA	Zip Code 98101

Project Information

Project Title Columbia River Crossing Bi-State Governance Evaluation
State Route No(s). I-5

Task Schedule

Task Start Date 8-13-2010	Task End Date 6-30-2011
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No payment will be made for work done **PRIOR** to Task Start Date or for work done **AFTER** Task End Date

Task Cost

This section required if there is Fed. Aid Part.

Work Order No.	Org. Code	Amount	Fed. Aid Part.?	Fed. Aid Project No.	Fed. Aid Part. %
XL3679	441101	\$172,796.00	<input type="radio"/> Yes <input checked="" type="radio"/> No		
			<input type="radio"/> Yes <input type="radio"/> No		
Total Task Amount		\$172,796.00			

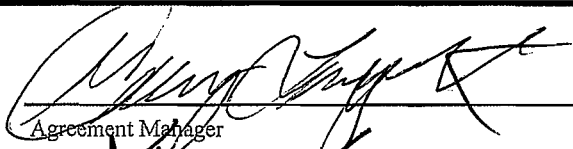
Consultant Information

Prime Consultant Jacobs Engineering Group, Inc.	Federal I.D. No. 954081636
Address 600 - 108th Avenue NE, Suite 700	City Bellevue
	State WA
	Zip Code 98004
Contact- (Name) Don Nelson	Phone (425) 452-8000
	E-Mail don.nelson@jacobs.com

Approval Signatures



Consultant



Agreement Manager

Scope of Task Order

Provide description of work and reference attachments for prime consultant and all subconsultants (to include detailed description of work schedule and estimate).

Report Due Date
9/10/2010

CONSULTANT shall provide services related to the governance structure and relevant laws applicable to a bi-state toll facility, particularly as it would relate or compare to the proposed tolling of the Columbia River Crossing; and prepare the required reports for the Project Sponsors Council, Washington State governor and legislature.

A detailed scope of services is attached below, and is hereby incorporated into this task order as Exhibit A. The consultant's cost estimate is attached below and is hereby incorporated into this task order as Exhibit D.

Distribution: Originals: Consultant

Copies: File

Consultant Services

Task Manager

Other _____

Sub Consultants on this Task Order

Name, Address
DMWBE, Contact
Phone, Fax

Sub Consultant Total

Prime Net

\$172,796.00



**Washington State
Department of Transportation**

Washington Department of Transportation

General Toll Consultant

Columbia River Crossing Bi-State Governance Evaluation

**Agreement Y-11038 Task Order AC-00
Exhibit A-Scope of Work
August 13, 2010 through June 30, 2011**

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1 Introduction

The State of Washington, acting as the Washington State Department of Transportation (the "STATE") executed a contract with Jacobs Engineering Group (the "CONSULTANT") on July 6, 2010 to provide General Tolling Consultant (GTC) services for the STATE's Toll Division. As the GTC, the CONSULTANT is to provide a broad spectrum of management and technical Services. Services may be requested by the STATE, as necessary, to accomplish individual work elements. The CONSULTANT shall furnish all services and labor necessary to accomplish these tasks, and shall provide all materials, supplies, equipment, and incidentals, except where designated in the Agreement, necessary to prepare and deliver to the STATE all requested items of work and deliverable item(s) requested by the STATE.

Columbia River Crossing Bi-State Governance Evaluation and Report. The Columbia River Crossing is an interstate bridge, transit and highway improvement project that includes five miles of Interstate 5 from State Route 500 in Vancouver, Washington, to approximately Victory Blvd. in Portland, Oregon. The proposed CRC project will replace the two side-by-side I-5 bridges over the Columbia River and extend light rail to Vancouver. Governors of Oregon and Washington appointed a Project Sponsors Council to advise staff on development of the project.

Pursuant to section 45 of ESSB 6381, the Washington State Department of Transportation (WSDOT) was directed to work with the Washington State Transportation Commission, the Oregon State Department of Transportation, and the Oregon State Transportation Commission to analyze and review potential options for a bi-state, toll setting framework for the Columbia River Crossing. As part of the analysis, WSDOT was directed to undertake the following actions:

1. review statutory provisions and the governance structures of toll facilities in the United States that are located within two or more states;
2. review relevant federal law regarding transportation facilities that are located within two or more states;
3. consult with the state treasurers in Washington and Oregon regarding the appropriate structure for the issuance of debt for toll facilities that are located within two states;
4. report findings and recommendations to the Columbia River Project Sponsors Council by October 1, 2010; and provide a final report to the governor and the legislature by June 30, 2011.

The STATE has requested that the GTC provide services related to the governance structure and relevant laws applicable to a bi-state toll facility, particularly as it would

relate or compare to the proposed tolling of the Columbia River Crossing; and prepare the required reports for the Project Sponsors Council, Washington State governor and legislature.

2 Assumptions

This scope of work includes the following assumptions:

- The period of performance for this scope of work is per contract term; budget for scope of work is from contract NTP through June 30, 2011.
- The CONSULTANT Project Manager shall report to the STATE Project Manager or designee.
- The STATE Project Manager, or designee, must approve all formal coordination and communication between the CONSULTANT and outside agencies, groups, or individuals.
- All CONSULTANT deliverables will be submitted in electronic format only (e.g., Word or PDF) unless specified otherwise.
- The CONSULTANT is required to obtain approval from the STATE Project Manager, or designee, prior to reimbursable project related travel by CONSULTANT staff.
- The STATE will provide CONSULTANT with or access to all relevant work, documents or studies previously or being prepared or gathered as related to the bi-state tolling of the Columbia River Crossing.
- The CONSULTANT will gather information and be available to assist but will not be primarily responsible for consulting with the state treasurers in Washington and Oregon regarding the appropriate structure for the issuance of debt for toll facilities that are located within two states.
- The CONSULTANT will work with the STATE to identify specific goals, objectives and recommendations contained in the reports.

3 Scope of Services

The CONSULTANT shall research and analyze potential options for a bi-state, toll setting framework for the Columbia River Crossing and report its findings and recommendations to the STATE. The CONSULTANT will:

- review statutory provisions and the governance structures of toll facilities in the United States that are located within two or more states;
- review relevant federal law regarding transportation facilities that are located within two or more states;
- gather information regarding structures for the issuance of debt for toll facilities that are located within two states and provide assistance, as required, in the consultation with the state treasurers in Washington and Oregon regarding the appropriate structure.

The scope will be performed in two phases that will result in

1. the delivery of the initial report and findings and recommendations to the STATE for presentment to the Columbia River Project Sponsors Council by October 1, 2010 – Phase 1; and
2. the delivery of a final report to the STATE for its presentment to the governor and the legislature by June 30, 2011 – Phase 2.

3.1 Task Management and Administration

3.1.1 Task Management

The CONSULTANT shall provide overall project management and administration for the work defined in this scope of work, including:

- Coordinating work efforts of the CONSULTANT staff.
- Maintaining communications with the STATE project manager.
- Attendance at project team status meetings.
- Preparing meeting agendas and minutes.
- Preparing monthly progress reporting.
- Managing the project schedule and deliverables.

3.1.2 Task Controls and Reporting

The CONSULTANT shall provide project control services to the STATE for the following:

- Schedule development
- Document quality and management

Assumptions:

- The task will consist of a two-phase approach and close coordination with the STATE to meet established statutory deadlines.
- The following CONSULTANT personnel and resources will be required:
 - One task manager
 - One document and policy advisor
 - Support staff, as required
 - One QA review staff
- Expenses include up to ten round trip airfare to STATE offices

Deliverables:

- Project schedule
- Monthly progress reports
- Meeting materials (e.g., agenda and minutes)

3.2 Phase 1 Evaluation and Report for the Project Sponsors Council

A draft report is due to the Project Sponsors Council in October. To provide the report in the time provided by law, the report will represent a high-level review of the various bi-state governance structures and facilities; the funding and finance arrangements and agreements; and an initial analysis of relevant federal law. The subtasks to be performed under Phase 1 are as follows:

- Review documents prepared and relative to the CRC bi-state tolling.
- Conduct broad search of toll facilities in the United States and develop a list of potential representative entities. Representative entities must be located in more than one state and have various governance and finance structures. For instance, one example may be a toll facility with a separate agency that is only responsible for setting toll rates and managing the facility, while another example might be a toll facility that is jointly managed by two DOTs, but has a separate commission or board that sets toll rates.
- Research the various governance structures.
- Research the various financing and funding arrangements for the toll project development and operations.
- Review applicable federal laws regarding interstate compacts for toll facilities generally, and identify examples of transportation facilities governed by interstate compacts.
- Draft a white paper on initial findings and potentially relevant or comparable bi-state or multi-jurisdictional toll facilities and brief description of the governance, funding and financing arrangements and laws.
- Meetings/discussions with STATE project manager and other relevant staff and consultants to obtain needed information and clarity, as required from time to time. Contact state, federal and toll officials via phone or email.
- Draft report with findings and recommendations on which facilities (up to five) are appropriate for further analysis.
- Quality assurance document reviews.

Assumptions:

- Phase 1 report is based on the high-level evaluation of no more than 20 facilities.
- STATE staff will be available to provide input and direction as to the overall task and as to the content and format of the report.
- Most of the information will be readily available or made available through internet searches and email upon contacting the various agencies.
- When requesting information from governmental entities, the CONSULTANT may state that it is requesting the information on behalf of the STATE.
- Agencies requiring the submittal of open records or public information requests may delay the receipt of information.

- None of the work performed by the CONSULTANT is considered to be the rendering of legal advice to the STATE. The STATE's assistant attorneys general will review documents and serve as the exclusive provider of legal advice to the STATE.

Deliverables:

- White paper on initial findings and potentially relevant or comparable bi-state or multi-jurisdictional toll facilities. Due on or before August 27, 2010.
- Draft High-level report with findings and recommendations, including which facilities are appropriate for further analysis. Due on or before September 17, 2010.
- Final high-level report with findings and recommendations, including which facilities are appropriate for further analysis. Due on or before September 30, 2010.

3.3 Phase 2 Evaluation and Report for the Governor and Legislature

Based on the direction of the STATE and the Project Sponsors Council, the GTC will initiate Phase 2 of this scope under which the GTC will provide a more detail analysis of those facilities identified in the Project Sponsors Council report for further analysis and develop the final report for the governor and legislature. The subtasks to be performed under Phase 2 are as follows:

- Continue review of documents prepared and relative to the CRC bi-state tolling.
- Gather information to perform detailed review and analysis of the representative entities, including the following elements:
 - State statutes
 - Governance and administrative structure, including criteria for board membership
 - Relevant federal law
 - Compacts or other agreements
 - Structure for issuing debt
 - Toll-setting structure
 - Cost-sharing arrangements for project development and operations and maintenance
 - Background on the role of the state's treasurer in bond decisions related to the facility
- Provide comparative summary of representative entities with pros and cons to the various governance and financing structures.

Task Order (Task AC-Columbia River Crossing Bi-State Governance Evaluation)
 Work Elements
 August 13, 2010 to June 30, 2011

Classification - GSO	Hours	x	Billing Rate	=	Cost
Vice President	70		\$ 365.51		\$ 25,586
Senior Consultant (Task Lead)	375		\$ 213.65		\$ 80,119
Senior Consultant (QA/QC)	44		\$ 131.28		\$ 5,776
Senior Consultant (Tech Specialist)	226		\$ 159.59		\$ 36,067
Project Admin Assist	79		\$ 64.35		\$ 5,084
Subtotal	794				\$ 152,632

Classification - Field	Hours	x	Billing Rate	=	Cost
Project Controls	12		\$ 100.85		\$ 1,210
Subtotal	12				\$ 1,210

Subtotal TOTAL DIRECT LABOR \$ 153,842

Direct Non-Salary Costs	Cost
Roundtrip Airfare (\$750 @ 10 trips)	\$ 7,500
Parking (\$35 per day, 4 days x 10 trips)	\$ 1,400
Meals (\$71 per day, 4 days x 10 trips)	\$ 2,840
Lodging per day including tax (\$183.81 per day, 3 days x 10 trips)	\$ 5,514
Mileage (.50 per mile, 10 r/t to airport x 100m, 12 r/t to OLY x 200m)	\$ 1,700

Direct Non-Salary Costs Total \$ 18,954

Subtotal Jacobs Engineering \$ 172,796

Subconsultants
 N/A

TOTAL	794				\$ 172,796
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