



**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- 10924

Agreement Manager Information

Task No.

AA

Agreement Manager George Humphrey	Phone (360) 816-8864	Org. 441101	Mailstop S-15
Address 700 Washington Street, Suite 300	City Vancouver	State WA	Zip Code 98660

Project Manager Information

Project Manager DOUG FICCO	Phone (360) 737-2726	Org. 441101	Mailstop S-15
Mailing Address 700 Washington Street, Suite 300	City Vancouver	State WA	Zip Code 98660-3177

Project Information

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

Task Schedule

Task Start Date 05-28-2010	Task End Date 07-30-2011
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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

Work Order No.	Org. Code	Amount	Fed. Aid Part.?	This section required if there is Fed. Aid Part.	
				Fed. Aid Project No.	Fed. Aid Part. %
XL 3604	441101	\$260,968.00	<input type="radio"/> Yes <input checked="" type="radio"/> No		
			<input type="radio"/> Yes <input type="radio"/> No		
Total Task Amount		\$260,968.00			

Consultant Information

Prime Consultant Claude T. Sakr Consulting	Federal I.D. No. 544902371		
Address 4323 SE Taggart Street	City Portland	State OR	Zip Code 97206
Contact- (Name) Claude Sakr	Phone (971) 404-5195	E-Mail claudes.sakr@gmail.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

Scope & Schedule: See Attached Scope of Work

Budget: See Attached Exhibit D

Distribution: Originals: ☒ Consultant

Copies: ☒ File

☒ Consultant Services

☒ Task Manager

☐ Other _____

Claude Sakar Consulting

COST ESTIMATE

Project: Columbia River Crossing
Estimate For: Claude T. Sakr Consulting
Date: 12-May-10

Direct Labor Costs:

Personnel	Employee	Hours	Rate	Cost
Principal		1880	\$135.00	\$253,800.00
Administrative Assistant		48	\$50.00	\$2,400.00
Total Direct Labor:				\$256,200.00

TOTAL LABOR: **\$256,200.00**

Other Reimbursable Expenses

	Cost
Parking permit @ \$64.00 per month x 12 months =	\$768.00
Miscellaneous Expenses	\$4,000.00
Subtotal:	\$4,768.00

Total Estimated Cost: **\$260,968.00**

Work Element 1 - Project Team and Interagency Coordination

This work element is to assist the STATE in the day to day coordination of activities by the Project Team. This includes seeing that team members are closely aligned and working with each other in sharing project materials and information, and are preparing work products that meet project objectives. The CONSULTANT will recommend collaboration strategies among the team and partners, especially ODOT, WSDOT, TriMet, and C-Tran. This coordination is for the internal CRC team, and also the regions and headquarters staff as needed.

Assumptions:

- The CONSULTANT will participate in the following project meetings: Task Managers, Project Management, and other meetings, as requested.
- Review of scopes of work, as requested.
- The CONSULTANT will focus on highway and transit design aspects of team coordination as related to contract packages, plans, specifications, and estimates including finance and schedule.

Deliverables:

- Meeting agendas as requested.
- Memorandums as requested.

Work Element 4 - Working Groups Planning and Interagency Coordination

This work element is to assist the STATE in the strategic planning of Working Groups and interagency coordination. This includes proposed agendas and participant anticipation and planning.

Assumptions:

- The CONSULTANT will plan for Working Groups meetings, as requested, perform between meetings coordination, and assist in interagency coordination.
- The CONSULTANT will attend prep meetings with the STATE prior to each Working Group meeting and assist in development of internal planning materials.
- The STATE will be responsible for all logistics, development of meeting materials, handouts, meeting summaries, venue rentals, and posting meeting dates and meeting materials to the web site.
- The CONSULTANT will review meeting materials.
- The CONSULTANT will participate in meetings (up to 24).

Work Element 9 - Contract Packaging and Procurement Strategies

This work element is to coordinate the preparation of contract packaging and contract procurement strategies for the combined highway and transit project components in Oregon and Washington.

Assumptions:

- The CONSULTANT will coordinate the formation of and facilitate the work of an interagency group of experts in contract packaging and project delivery.
- The CONSULTANT will coordinate gathering input from external experts in alternative delivery including Design-Build, CM/GC and other delivery methods.
- The STATE will provide team members to present construction phasing plans, financial plan, traffic management plan, Cost Estimate Validation Process (CEVP), and constructability review.
- The CONSULTANT will assist the STATE in preparation of meeting materials, including talking points, PowerPoint presentations and handouts, for the Project Sponsors Council and other meetings as requested.
- The CONSULTANT will participate in up to two prep meetings with the STATE prior to each Council meeting.
- The STATE will prepare meeting materials, handouts and meeting summaries as requested by the CONSULTANT.
- Attendance and participation of up to 10 meetings.

Deliverables:

- Meeting agendas.
- Powerpoint presentations on procurement strategies for Project Sponsors Council meetings and other meetings as requested, up to 10.
- Memorandum on contract packaging and contract procurement strategies.